

TERMS AND CONDITIONS –

1. The positions are purely temporary and on contract basis.
2. The candidate must bring all original documents for verification.
3. The **candidates should determine their eligibility.**
4. Determination of qualifying age **01.07.2017.**
5. Minimum required experience/eligibility criteria will be according to Uttar Pradesh Rajya Chikitsa Mahavidhyala teachers Seva (second amendment) Niyamavali 2005(with latest resolution).
6. **Reservation and age relaxation** shall be admissible as per U.P. Govt. Rules.
7. Exceptionally meritorious and experienced applicants may be sanctioned higher emoluments on recommendation of selection committee subject to subsequent sanction by management committee/chairman of management committee.
8. In case suitable candidate is not available in any category for any post requisite conditions of qualification & experience may be relaxed (on recommendation of selection committee).
9. The candidates should **walk in with application on prescribed format** (downloaded from institute website) with fee of Rs. 1,000/- (Rs. 500 for SC/ST) through DD drawn in favour of the **Director, Institute of Mental Health and Hospital, Agra payable at Agra** on the date and time fixed for the interview.
10. Application fees once paid shall not be refunded under any circumstances.
11. The institute shall verify the antecedents or documents submitted by a candidate at any time, at the time of appointment or during the tenure of the service. In case, it is detected that the documents submitted by the candidates are fake or the candidate has a clandestine antecedents / background and has suppressed vital information or material facts, then, his services shall be terminated and a legal action may be initiated.
12. Director reserves the right to reject any or all of the applications without assigning any reason, whatsoever.
13. The candidate must mention on the top of the envelope serial number and name of the post applied for.
14. Where the number of application received in response to advertisement is large and it will not be convenient for the Institute of Mental Health and Hospital, Agra to interview all the candidate, the Institute of Mental Health and Hospital, Agra may restrict the number of candidate to a reasonable limit on the basis of higher than the prescribed minimum qualification or experience in the relevant field or on the basis of merit of the prescribed qualifications and experience.

15. Candidate should attach one self addressed envelope size 23cm x 10 cm affixing postal stamp of Rs. 45/-.
16. The institute reserves the right not to fill up any or all the vacancies advertised if the circumstances so warrant. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates. The number of positions is thus open to change. The number of posts may increase or decrease.
17. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the institute reserves the right to modify/withdraw/cancel any appointment letter/ communication made to the candidates.
18. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Director shall be final.
19. **Applicant who are in employment should bring 'No Objection Certificate' from the employer.**
20. Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.
21. Canvassing in any form will disqualify a candidate.
22. **No TA/DA shall be admissible for attending interview.**
23. The selected candidate should be ready to join immediately.
24. Applicant who are less than 70 years of age may apply for the appointment on the post of Medical faculty on contractual basis.
25. The faculty shall always be available for emergency services in the institute.
26. The faculty working on contract shall not be entitled for any other salary / allowances and service benefit.
27. Services of faculty appointed on contractual basis shall be terminated immediately on the availability of faculty selected on regular appointment and / or if services are not found satisfactory, their services shall be terminated on one month notice. Incumbent may also leave the position on one month's notice or in lieu of one month's remuneration.
28. The teaching faculty will be appointed for **one year** on contract basis. After completion of **one year** of satisfactory services the services may be extended as per need and if candidates are not available by regular selection.
29. The teaching faculty appointed on contractual basis will not be entitled for any pension and bonus for the period of their services.
30. The teaching faculty will not be entitled for regular appointment in the services of the institute just by virtue of them having been worked on contractual basis.

31. The teaching faculty appointed on contractual basis shall have to furnish an agreement on a non-judicial stamp paper of Rs. 100/- and in the agreement terms and conditions of service shall be mentioned and that in future they shall not claim for regularization or permanency on the basis of their service period and they shall not be entitled for any other facilities except fixed salary.
32. Contractual teachers will not allow to do private practice on the day of OPD duty in Institute of Mental Health and Hospital, Agra.
33. The fixed salary of retired teaching faculty (drawing pension from parent department) appointed on contractual basis shall be calculated as per U.P. Govt. rules.

REMEMBER –

1. **Attach self attested photocopies of all relevant documents.**
2. **Affix recent passport size colour photograph with name and date.**
3. **One self addressed envelope size 23cm x 10 cm. affixing postal stamp of 45/-.**
4. **Application fee of Rs. 1,000/- (Rs. 500/- for SC/ST) in form of Demand Draft in the name of Director, Institute of Mental Health and Hospital, Agra payable at Agra.**
5. **Satisfy that you possess at least minimum essential qualification.**
6. **Mention on top of envelope serial number and name of the Post Applied for.**
7. **Interview schedule –**

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| 18-7-2017 – Psychiatry at 10.00 A.M. |
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8. **Venue: Administrative Block, Institute of Mental Health and Hospital, Agra.**

Note: The candidates are advised to sent soft copy of application on prescribed format through email latest by 15.07.2017 and present themselves with application on prescribed format for interview along with demand draft and self attested mark sheet and testimonials. Candidates should bring hard copy of application in the prescribed format on date of interview. Candidates are also advised to check for date, time and place of the interview.