

Institute of Mental Health and Hospital, Agra

(IMHH, Agra)

TERMS AND CONDITIONS –

1. The positions are on regular basis in Institute of Mental Health and Hospital (IMHH), Agra which is an autonomous institution under U.P. Govt.
2. The candidate must bring all original documents for verification.
3. The **candidates should determine their eligibility.**
4. Determination of qualifying age **01.7.2017.**
5. Minimum required experience/eligibility criteria will be according to rules of Institute of Mental Health and Hospital (IMHH), Agra/Rehabilitation Council of India.

Age & Eligibility Criteria/Qualification:-

- (1) Assistant Professor – 40 years, M.Phil in Clinical Psychology
 - (2) Associate Professor – 45 years, M.Phil + Ph.D + 5 years of teaching experience either as Lecturer/ Assistant Professor + 3 Publications in indexed journal as first or corresponding author.
6. **Reservation and age relaxation** shall be admissible as per U.P. Govt. Rules.
 7. Period spent on working against any post in the project/ scheme or on contract basis in the Institute of Mental Health and Hospital, Agra may also be taken into account for the purpose of age relaxation for appointment in regular establishment provided that period of service is more than one year. Age may also be relaxed for exceptionally meritorious / experienced candidates.
 8. Pay & allowances as per the rules of IMHH, Agra an autonomous Institution under U.P. Govt.

Post	Pay Scale	Grade Pay	HRA	CCA	DA	Total
Associate Professor (7 th Pay Commission)	37,400-67,000/- 1,18,500/-	8,700/-	8,300/-	360/-	4,740/-	1,31,900/-
Assistant Professor (7 th Pay Commission)	15,600-39,100/- 67,700/-	6,600/-	4,540/-	360/-	2,708/-	75,308/-

9. 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.
10. 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).

11. The candidates should **walk in with application on prescribed format** (downloaded from institute website) with fee of Rs. 500 (for SC) through DD drawn in favour of **Director, Institute of Mental Health and Hospital, Agra payable at Agra** on the date and time fixed for the interview.
12. Application fees once paid shall not be refunded under any circumstances.
13. 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.
14. Director reserves the right to reject any or all of the applications without assigning any reason, whatsoever.
15. The candidate must mention on the top of the envelope serial number and name of the post applied for.
16. 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.
17. Candidate should attach one self addressed envelope size 23cm x 10 cm affixing postal stamp of Rs. 45/-.
18. 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.
19. 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.
20. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Director shall be final.
21. **Applicant who are in employment must bring 'No Objection Certificate' from the employer.**
22. **Candidates are advised to satisfy themselves before applying that they possess at least the minimum essential qualifications laid down in the advertisement.**

23. Canvassing in any form will disqualify a candidate.
- 24. No TA/DA shall be admissible for attending interview.**
25. The selected candidate should be ready to join immediately.
26. The faculty shall always be available for emergency services in the institute.
27. Teachers will not be allowed to do private practice.

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. 500/- (for SC) 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 –**

08-1-2018–Associate Professor/Assistant Professor, Clinical Psychology at 9.00 A.M.

8. **Venue: Administrative Block, Institute of Mental Health and Hospital, Agra.**

Note: The candidates are advised to send soft copy of application on prescribed format through email latest by 05-1-2018 and present themselves for interview with original hard copy of application on prescribed format for interview along with demand draft and self attested mark sheet and testimonials. Candidates are also advised to check for date, time and place of the interview.