



# INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)

Hospital based autonomous academic Institute, under  
Government of National Capital Territory of Delhi dealing with  
"Brain- Mind Problems & Their Solutions"

Dilshad Garden, Delhi 110 095 (India)

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Advt.No.02 /2022/Estt./IHBAS

2343

Dated: 10/3/2022

## RECRUITMENT NOTICE

1. IHBAS intends to fill up the following posts on Deputation/Contractual Basis as per details given below:

S. No.	Name of Posts	Post filled by	No. of Posts	Posts identified for	Pay Matrix Level/ Consolidated remuneration
1	Finance Advisor/Chief Accounts Officer	Deputation	01		Level-13;Rs.123100-215900
2	Project Engineer/ Superintending Engineer	Deputation	01		Level-12; Rs.78800-209200
3	Executive Engineer (Civil)	Deputation	01		
4	Assistant Sister Tutor	Deputation	01		Level-11; Rs.67700-208700
5	Medical Record Officer	Deputation	02		Level-8; Rs.47600-151100
6	Radiographer	Deputation	01		Level-7; Rs.44900-142400
7	Hawaladar	Deputation	01		Level-4; Rs.25500-81100
8	Law Officer	Deputation	01		Level-2; Rs.19900-63200
9	Public Relation Officer	Contractual	01 (UR:01)		Rs.62356/- (Consolidated)
10	Assistant Research Officer (Yoga)	Contractual	01 (UR:01)	OA, OL, BL, B, LV	Rs.58819/- (Consolidated)
11	Health Education Technical Officer	Contractual	01 (UR:01)	OL, B, LV, HH	Rs.70088/- (Consolidated)
12	Medical Record Supervisor	Contractual	01 (OBC:01)		Rs.64748/- (Consolidated)
13	CSSD Technician	Contractual	01 (UR:01)	OL, HH	Rs.64748/- (Consolidated)
14	Statistical Assistant	Contractual	01 (UR:01)		Rs.64748/- (Consolidated)
15	Medical Record Technician	Contractual	01 (UR:01)	OA, OL, B, LV, HH	Rs.46376/- (Consolidated)
16	Photographer	Contractual	01 (UR:01)	OA, OL, OAL, BL, HH	Rs.54952/- (Consolidated)
17	Research Assistant (Yoga)	Contractual	01 (UR:01)	OL, HH	Rs.38252/- (Consolidated)
18	Data Entry Operator	Contractual	01 (UR:01)	OL, B, LV, HH	Rs.49521/- (Consolidated)
19	Medical Record Clerk	Contractual	01 (UR:01)	OA, OL, OAL, BL, LV, HH	Rs.33405/- (Consolidated)
20	Telephone Operator	Contractual	03 (UR:02; OBC:01)	OA, OL, BL, B, LV	Rs.37338/- (Consolidated)
21	Peon/Messenger (Class IV D)	Contractual	07 (UR: 05 ; SC:01; OBC:01)	OA, OL, HH, B, LV	Rs.26069/- (Consolidated)
22	Driver	MMHU Project on Contractual basis	01 (EWS:01)		Rs.23,283/- (Consolidated)

OA=One Arm, OL=One Leg, BL=Both Legs, B=Blind, LV=Low Vision, HH= Hearing Impaired, OH= Orthopedically Impaired, VH= Visually Impaired, OAL=One Arm and One Leg

- (i) Out of 03 posts at Sl. No.09, 10 and 12, 02 posts are reserved for PWD category candidates.  
(ii) Out of 16 posts at Sl.No. 14 to 21, 06 posts are reserved for PWD category candidates.

### Instructions

(i) The Applications duly filled alongwith necessary documents such as attested photocopies of the ACRs/APARs for the last five years and Vigilance Clearance/Integrity certificate (in original) must be enclosed with the applications for the posts mentioned at Sl. No. 01 to 07. Candidate applying for the above post are to send application in appropriate Format along with photograph and attested copies of Educational Qualification, Experience Certificates. Bank Draft (exempted for SC, ST & PWD Candidates) in favour of Director, IHBAS, Delhi for Rs.1000/- for the above post at Sl. No. 01 to 03; Rs. 500/- for the post at Sl. No. 04 & 05, 08 to 14; Rs.250/- for post at Sl. No. 06 & 07, S. No.15 to 22 must be forwarded alongwith the application form.

(ii) Those candidates who had applied earlier to the post of Finance Advisor & Chief Accounts Officer, Executive Engineer (Civil) in response Institute's earlier advertisement published in Hindustan Times dated 10.08.2019 & in employment News dated 24-30 August 2019; in 'Dainik Jagran' & Hindustan Times' on 18.02.21 & in employment News 27 February-5 March 2021, and in 'Navbharat Times' and 'The Times of India' on 08.05.21 & 14.05.21 respectively and in Employment News on 15-21 May 2021 and their applications were forwarded and received through proper channel at IHBAS (complete in all respects) need not apply again.

(iii) The candidates selected against the post at Sl.No. 01 to 07 selected will be appointed on Deputation basis in terms of DOPT's OM No. 06/08/2009-Estt.(Pay II) dated 17.06.2010 and OM No.F.2/6/2016/Estt.(Pay-II) dated 17<sup>th</sup> February, 2016 and amendment made from time to time in this regard. The Institute reserves the right to increase/decrease, fill or not to fill the vacancy or cancel the advertisement for the aboe mentioned post(s), without assigning any reason..

(iv) For details of eligibility criteria i.e. Qualification, Experience, Age, Pay Level/Consolidated remuneration & Application Format etc. please visit our website ([www.i hb a s . d e l h i g o v t . n i c . i n](http://www.i hb a s . d e l h i g o v t . n i c . i n)). The list of shortlisted candidates for the posts fill-up on contractual basis will be uploaded on IHBAS website([www.i hb a s . d e l h i g o v t . n i c . i n](http://www.i hb a s . d e l h i g o v t . n i c . i n)). Last date for submission of application form complete in all respect is 29.04.2022.

Joint Director (Admn)  
IHBAS

MENTAL ILLNESSES ARE TREATABLE

**INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES (IHBAS)**  
(An autonomous institution under the Govt. of NCT of Delhi)  
Dilshad Garden, Delhi 110 095 (India)

**INVITES APPLICATIONS FOR FILLING UP THE FOLLOWING POSTS ON DEPUTATION BASIS**

Details of eligibility criteria i.e. Qualification, Experience, Age of the following posts are as under:

<b>Sl. No.01</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Pay Matrix</b> <b>Mode of Recruitment</b> <b>Eligibility Criteria</b>	<b>Finance Advisor/Chief Accounts Officer</b> <b>01(One)</b> <b>Level -13 (Rs. 123100 – Rs.215900)</b> On Deputation Basis Officer holding post in analogous scale and working in Govt. of NCT of Delhi, Govt. of India or other Govt. Institutions. <p style="text-align: center;"><b>Or</b></p> Five years service in Pay Matrix Level-12; Rs.78800-209200/- (PB-3: Rs.15600-39100 + Grade Pay Rs.7600 as per 6 <sup>th</sup> CPC). <p style="text-align: center;"><b>Or</b></p> Eight years service in Pay Matrix Level-11; Rs.67700-Rs.208700/- (PB-3: Rs.15600-39100 + Grade Pay Rs.6600 as per 6 <sup>th</sup> CPC).
<b>Sl. No. 02</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Pay Matrix Level</b> <b>Mode of Recruitment</b> <b>Eligibility Criteria</b>	<b>Project Engineer/Superintending Engineer</b> <b>01(One)</b> <b>Level -12 (Rs. 78800 – Rs.209200)</b> On Deputation Basis (i) Degree in Engineering from a recognized University (ii) 5 years experience in Executive Engineer scale in Pay Matrix Level-11; Rs.67700-208700 (PB-3; Rs.15600-39100 + GP Rs.6600 as per 6 <sup>th</sup> CPC.
<b>Sl. No. 03</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Pay Matrix</b> <b>Mode of Recruitment</b> <b>Eligibility Criteria</b>	<b>Executive Engineer (Civil)</b> <b>01(One)</b> <b>Level-11 (Rs.67700-Rs.208700)</b> On Deputation Basis (a)Degree in Civil Engineering from a recognized University; AND (b) (i) Officials holding analogous posts in <b>Pay Matrix Level-11</b> ; Rs. 67700-Rs.208700 (PB-3; Rs.15600-39100 + GP Rs.6600 as per 6 <sup>th</sup> CPC) in Central/State Govt./Autonomous Bodies/PSU Undertaking on regular basis. <p style="text-align: center;"><b>Or</b></p> (ii) Person having 5 years regular services as Assistant Engineer (Civil) in <b>Pay Matrix Level-7</b> ; Rs.44900-142400 (PB-2; Rs.9300-34800 + GP Rs.4600 as per 6 <sup>th</sup> CPC) in Central/State Govt./Autonomous Bodies/PSU Undertaking on regular basis.
<b>Sl. No. 04</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Pay Matrix Level</b> <b>Mode of Recruitment</b> <b>Eligibility Criteria</b>	<b>Assistant Sister Tutor</b> <b>01 (One)</b> <b>Level-8; Rs.47600-151100</b> On Deputation basis Person holding analogous post on regular basis in Govt. Hospital/Medical Institution/Medical College of Central/State/Govt. of NCT of Delhi, preferably from Govt. of NCT of Delhi.

<b>Sl. No. 05</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Pay Matrix Level</b> <b>Mode of Recruitment</b> <b>Eligibility Criteria</b>	<b>Medical Record Officer</b> <b>02 (Two)</b> <b>Level-7; Rs.44900-142400</b> On Deputation basis (i) B.A./B.Sc. (ii) Diploma in Medical records (iii) Asstt Medical Record Officer 5 years experience in the <b>Pay Matrix Level-5;</b> Rs.29200-Rs.92300 (PB-1: Rs. 5200-20200 + GP Rs. 2800 as per 6 <sup>th</sup> CPC). Officer holding analogous post in the scale of pay.
<b>Sl. No. 06</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Pay Matrix Level</b> <b>Mode of Recruitment</b> <b>Eligibility Criteria</b>	<b>Radiographer</b> <b>01 (One)</b> <b>Level-4; Rs.25500-81100</b> On Deputation basis Person holding analogous post in any hospital/Medical Institution under Govt. of India/Govt. of any State/autonomous bodies.
<b>Sl. No. 07</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Pay Matrix Level</b> <b>Mode of Recruitment</b> <b>Qualification:</b>  <b>Eligibility Criteria</b>	<b>Hawaldar</b> <b>01 (One)</b> <b>Level-2; Rs.19900-63200</b> On Deputation basis <u><b>Essential</b></u> 1. Secondary school certificate (10 <sup>th</sup> ) or equivalent from a recognized Board or University. 2. Minimum 2 years experience in a security/housekeeping establishment on Govt. or Non Govt. organization of repute. Persons working in Govt. of India/Govt. of any State and having requisite qualifications
<b>Sl. No. 08</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Consolidated Remuneration</b> <b>Mode of Recruitment</b> <b>Age Limit</b> <b>Qualification:</b>	<b>Law Officer</b> <b>01 (One) (UR:01)</b> <b>Rs.62356/- per month.</b> <b>Purely on Contractual basis</b> <b>Between 30 -45 years</b> (age relaxation as per govt rules) <u><b>Essential</b></u> 1. Degree in law or equivalent. 2. Should be a qualified legal practitioner with experience of minimum period of five years.
<b>Sl. No. 09</b> <b>Name of Post</b> <b>No. of Posts</b> <b>Consolidated Remuneration</b> <b>Mode of Recruitment</b> <b>Age Limit</b> <b>Qualification:</b>	<b>Public Relation Officer</b> <b>01 (One) (UR:01) [Post identified for PwD (OA, OL, BL, B, LV)]</b> <b>Rs.58819/- per month</b> <b>Purely on Contractual basis</b> <b>Between 30 -45 years</b> (age relaxation as per govt rules) <u><b>Essential</b></u> A degree from a recognized University/Institution with a Post Graduation/ Diploma in Public Relations/Corporate Communication/Journalism/Mass Communication with 05 years' experience in the field of Public Relations/Corporate Communication/Journalism/Mass Communication.

Sl. No. 10  
Name of Post  
No. of Posts  
Consolidated Remuneration  
Mode of Recruitment  
Age Limit  
Qualification:

Assistant Research Officer (Yoga)  
01 (One) (UR:01) [Post identified for PwD (OL, B, LV, HH)]  
Rs.70088/- per month  
Purely on Contractual basis  
35 years (age relaxation as per govt rules)  
**Essential**

Degree from a recognized University.

**Professional Qualification & Experience:**

1. Degree/Diploma of one year duration in yoga from an Instt. Of repute/statutory board/Univ. with 3 years professional experience in teaching/research in yoga in an Instt of repute.

Or

Diploma or certificate of less than one year duration but more than 3 months duration with four years professionals experience in teaching/research in yoga center of repute.

2. Ability to effectively treat patients through yoga.

**Desirable:**

1. Proficiency in Eng./Hindi or any regional language and Sansdrit.
2. Aptitude for research
3. Practical ability to perform yogic practice.

Sl. No. 11

Name of Post  
No. of Posts  
Consolidated Remuneration  
Mode of Recruitment  
Age Limit  
Qualification:

Health Education Technical Officer  
01 (One) (OBC:01)  
Rs.64748/- per month.  
Purely on Contractual basis  
30 years (age relaxation as per govt rules)  
**Essential**

1. M.Sc., in any subject of Science/M.A. in Social Science.
2. with Diploma in Health Education from recognized University.
3. Three years experience in field work.

Sl. No. 12

Name of Post  
No. of Posts  
Consolidated Remuneration  
Mode of Recruitment  
Age Limit  
Qualification:

Medical Record Supervisor  
01 (One) (UR:01) [Post identified for PwD (OL, HH)]  
Rs.64748/- per month.  
Purely on Contractual basis  
30 years (age relaxation as per govt rules)  
**Essential**

- (i) B.A./B.Sc.
- (ii) Diploma in Medical records
- (iii) 2 years of experience in maintaining medial records in a Government Hospitals/ Recognised Hospitals.

Sl. No. 13

Name of Post  
No. of Posts  
Consolidated Remuneration  
Mode of Recruitment  
Age Limit  
Qualification:

CSSD Technician  
01 (UR : 01)  
Rs. 64748/- per month.  
Purely on Contractual basis  
27 years (age relaxation as per govt rules)

**Essential:** (1) Matriculation/Hr. Sec./Sr. Sec. (10 plus 2) with Science from a recognized Institution/Board.  
(2) Operation room Assistant Course from recognized Institution.

**Experience:** Five years experience as O.T. Assistant in O.T./CTS/Neuro-surgery/ Gastro Surgery/CSSD/ Anaesthesia/Gas Plant/Anaesthesia workshop/ICU Surgical/ Resuscitation in recognized Hospital/Institution.

**Note:** 1. Operation Room Assistant course (Diploma) must be of two years from Government recognized Institution.

2. The experience should be post qualification and therefore should not overlap with qualification.

No. 14  
Name of Post  
No. of Posts  
Consolidated Remuneration  
Mode of Recruitment  
Age Limit  
Qualification:

**Statistical Assistant**  
**01 (One) (UR:01) [Post identified for PwD (OA, OL, B, LV, HH)]**  
**Rs.46376/- per month.**  
**Purely on Contractual basis**  
Not exceeding 30 years (age relaxation as per govt rules)  
**Essential:** Post Graduate degree in Statistics/Operational Research/Mathematical Statistics/Applied Statistics or Post Graduate Degree in Economics/Mathematics/Commerce (with Statistics as one of subject/papers in post Graduation/Graduation level).  
**Note:** The candidates who have passed Statistics as one of the papers/subjects including Quantitative Method/Techniques or Costing & Statistics/Basic Statistics/Business Statistics/Introduction to Statistics etc. at Graduation/Post-Graduation level are also eligible.  
**Desirable : Working knowledge of computer**

Sl. No. 15  
Name of Post  
No. of Post  
Consolidated remuneration  
Mode of Recruitment  
Age Limit:  
Qualification

**Medical Record Technician**  
**01 (One) (UR:01) [Post identified for PwD (OA, OL, OAL, BL) HH]**  
**Rs. 54952/- per month**  
**Purely on Contractual basis**  
18-28 years (age relaxation as per govt rules)  
**Essential**  
Graduate or equivalent of a recognized university  
And  
2) 6 months training in Medical Record (MRD) from a recognized institute a training centre.

Sl. No. 16  
Name of Post  
No. of Posts  
Consolidated Remuneration  
Mode of Recruitment  
Age Limit  
Qualification:

**Photographer**  
**01 (UR:01) [Post identified for PwD (OL, HH)]**  
**Rs.38282/-**  
**Purely on Contractual basis**  
**28 years** (age relaxation as per govt rules)  
**Essential**  
1. 10 + 2 from a recognized Board/Institute.  
2. 3 years experience in Dark Room Photography laboratory work/ Medical Photography.  
OR  
3. B.Sc. from a recognized University.  
4. 2 years experience in Dark Room Photography laboratory work/Medical Photography.  
**Desirable:** Experience in Photography and Photocopying Diploma in artist/Photography from a recognized University (institution).

Sl. No. 17  
Name of Post  
No. of Posts  
Consolidated Remuneration  
Mode of Recruitment  
Age Limit  
Qualification:

**Research Assistant (Yoga)**  
**01 (UR:01) [Post identified for PwD (OL, B, LV, HH)]**  
**Rs.49521/- per month.**  
**Purely on Contractual basis**  
**30 years** (age relaxation as per govt rules)  
**Essential:** Degree from a recognized University.  
**Professional Qualification & Experience:**  
1. Certificate in yoga from a reputed Institute of minimum 3 month duration with atleast one year of experience as a yoga teacher/instructor/researcher.  
**Desirable:**  
1. Proficiency in English/Hindi and Sanskrit.  
2. Aptitude for Research.  
3. Some experience of noting and drafting.  
4. Practical ability to perform yogic practices.

Sl. No. 18 Name of Post No. of Posts Consolidated remuneration Mode of Recruitment Age limit Qualification	<b>Data Entry Operator</b> <b>01 (One)</b> ( OBC:01) [Identified for PwD {OA, OL, OAL, BL, LV, HH}] <b>Rs.33405/- per month</b> <b>Purely on Contractual basis</b> 27 years (age relaxation as per govt rules) <b>Essential</b> Graduate with certificate Data Entry Operator Minimum speed of 10000 keys per hour. Desirable: Knowledge of Micro Computer application.
Sl. No.19 Name of Post No. of Post Consolidated remuneration Mode of Recruitment Age Limit: Qualification	<b>Medical Record Clerk</b> <b>01 (One)</b> (UR:01) [Identified for PwD (OA,OL,BL,OAL,B,LV,HH )] <b>Rs.37338 /- per month</b> <b>Purely on Contractual basis</b> 18-27 years (age relaxation as per govt rules) <b>Essential</b> 10 <sup>th</sup> pass or equivalent from a recognized Board or university with English is one of the subjects and also having typing speed of 30 words per minute (English) or 25 words per minute (Hindi)
Sl. No. 20 Name of Post No. of Posts Consolidated Remuneration Mode of Recruitment Age Limit Qualification:	<b>Telephone Operator</b> <b>03 (UR:02; OBC:01)</b> [Post identified for PwD (OA, OL, BL, B, LV)] <b>Rs.26069/-</b> <b>Purely on Contractual basis</b> 25 years (age relaxation as per govt rules) <b>Essential</b> Matriculation or its equivalent qualification from a recognized Board. Training in handling PBX or PABX. Typing speed of 30 w.p.m.
Sl. No. 21 Name of Post No. of Posts Consolidated Remuneration Mode of Recruitment Age Limit Qualification:	<b>Peon/Messenger (Class IV D)</b> <b>07 (UR:05; SC:01; OBC:01)</b> [Identified for PwD (OA,OL,HH,B,LV)] <b>Rs.23580 /- per month</b> <b>Purely on Contractual basis</b> 25 years (age relaxation as per govt rules) 8 <sup>th</sup> Class Passed
Sl. No. 22 Name of Post No. of Posts Consolidated Remuneration Mode of Recruitment Age Limit Qualification:	<b>Driver (for Mobile Mental Health Unit)</b> <b>01 (EWS:01)</b> <b>Rs.23283/- per month.</b> <b>Purely on Contractual basis</b> <b>60 years</b> <b>Essential</b> Matriculation with valid Driving License.  <b>Desirable:</b> Experience of Ambulance driving (in hospital/community health work) of at least 1 year & computer knowledge

**Important Note for all the posts:**

1. The Pay Band & Grade Pay (as per 6<sup>th</sup> CPC) or Pay Matrix Level (as per 7<sup>th</sup> CPC) given under ACP/ MACP Scheme shall not be considered as having regular service in the respective Pay- Band/ Grade Pay or Pay Matrix Level for the purpose of determining the eligibility criteria for the above posts.
2. Institute reserves the right to increase/decrease, fill or not to fill the vacancy or cancel the advertisement for the above mentioned post(s), without assigning any reason.

## Instructions to the candidates

1. Prescribed application forms complete in all respects must reach the **Office of Joint Director (Admn), IHBAS, Dilshad Garden, Delhi 110095** on or before the cut off date i.e. **29.04.2022**.
2. Candidate applying for the post mentioned in the advertisement may send their applications along with a Demand Draft/Pay order **may be forwarded alongwith the application form drawn in favor of Director, IHBAS, Delhi**. The fee is non refundable. **No fee is to be paid by SC/ST/ PWD candidates.**

Sl.No.	Post mentioned as Sl. No.	Amount of Draft
1	1,2,3	Rs. 1000/-
2	4,5,8,9,10,11,12, 13,14	Rs. 500/-
3	6,7,15,16,17,18,19,20,21,22	Rs.250/-

3. The cut off date for age, eligibility, qualification, experience and last date of submission of filled in applications will be **29.04.2022**.
4. The application form shall be summarily rejected in case it is found incomplete in any respect or is not accompanied by fee of appropriate value described above.
5. The Institute reserves the right to increase/decrease, fill or not to fill any/all the vacancies or cancel the advertisement for any of the above mentioned post(s), without assigning any reason.
6. The candidates selected against the post at Sl.No. 01 to 07 selected will be appointed on Deputation basis in terms of DOPT's OM No. 06/08/2009-Estt.(Pay II) dated 17.06.2010 and OM No.F.2/6/2016/Estt.(Pay-II) dated 17<sup>th</sup> February, 2016 and amendment made from time to time in this regard.
7. Applications for the post mentioned at Sl. No. 01 to 07 must be sent through proper channel alongwith ACR/APAR for the last 5 years and Vigilance Clearance & Integrity Certificate.
8. Post applied for should be superscribed on the envelope.
9. The qualification from recognized organization of Govt. will only be considered for eligibility.
10. While coming for the Skill Test for the posts menionted at Sl. No. 08 to 22, candidates should bring all the original documents for verification.
11. No TA/DA will be allowed for appearing in Interview for the posts mentioned at Sl.No.01 to 07 and Skill Test for the posts mentioned at Sl. No. 08 to 22.
12. Upper age limit is relaxable for SC/ST/OBC/PWD as per Government rules.
13. In case of SC/ST/OBC/PWD category, the applicant for the posts mentioned at Sl No.07 to 13 whould be possession of appropriate certificate issued by Competent Authority. **However OBC certificate issued by the Authority of Delhi Govt., only will be accepted.**
14. Engagement for the posts mentioned at Sl.No.08 to 21 is purely on contractual basis. All service matters including leave will be governed under contract service rules. Posts mentioned at Sl.No.22 **for Mobile Mental Health Unit (MMHU) project are purely on contractual basis.**
15. In case of larger number of eligible candidates for the post mentioned at Sl.No.08 to 22, they may have to go through Written Test (MCQ) and Skill Test in multiple stages as per the decision of Director, IHBAS.
16. **Those candidates who had applied earlier to the post of Finance Advisor & Chief Accounts Officer, Executive Engineer (Civil) in response Institute's earlier advertisement published in Hindustan Times dated 10.08.2019 & in employment News dated 24-30 August 2019; in 'Dainik Jagran' & Hindustan Times' on 18.02.21 & in employment News 27 February-5 March 2021, and in 'Navbharat Times' and 'The Times of India' on 08.05.21 & 14.05.21 respectively and in Employment News on 15-21 May 2021 and their applications were forwarded and received though proper channel at IHBAS (complete in all respects) need not apply again.**

**Joint Director (Admn)**

**INSTITUTE OF HUMAN BEHAVIOUR & ALLIED SCIENCES**

**DILSHAD GARDEN : NEW DELHI**

**Application Form on Deputation Basis**

(Candidate should read **instructions** before filling up the form)

1. Post applied for \_\_\_\_\_
2. DD No. \_\_\_\_\_ date \_\_\_\_\_ drawn on \_\_\_\_\_
3. Name of the Applicant \_\_\_\_\_
4. Father/Husband's Name \_\_\_\_\_
5. Category \_\_\_\_\_
6. Address for Correspondence \_\_\_\_\_

Passport size  
Coloured  
Photograph

Telephone Nos (Off) \_\_\_\_\_

Mobile/land line \_\_\_\_\_

(Fax) \_\_\_\_\_

7. Date of Birth : \_\_\_\_\_
8. Present post held \_\_\_\_\_
9. Date of appointment on present post on regular basis : \_\_\_\_\_
10. Present basic pay & Pay Band: \_\_\_\_\_

11. Educational Qualification ( in descending order)

S. No.	Name of Examination	Name Board/University	of	Year of Passing	Percentage of Marks



12. Experience (in descending order)

Name and address of the Office/ Department	Post held mention (whether on regular/deputation basis)	Period		Pay with Pay	Band Grade	Nature of duties
		From	To			

13. Eligibility

Prescribed eligibility criteria	Eligibility possessed by the candidate

1. Name and address of References with whom you worked last.

- i. \_\_\_\_\_
- ii. \_\_\_\_\_

2. Date of return from ex-cadre posts, if any \_\_\_\_\_

Signature of applicant

**Certificate from Competent Authority**

The information furnished by the candidate has been verified from the service records of the officer /official and is found correct. It is also certified that the candidate fulfills eligibility criteria prescribed for the post.

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Official Seal \_\_\_\_\_



9. Experience:

Sl.	Name and Address of the Office/Deptt.	Post Held	Period		Pay	Nature of Duties

I hereby declare that the information given above is correct and true to the best of my knowledge and belief. I undertake that if at any stage any of the information given above is found false or incorrect my candidature/appointment may be cancelled. I further undertake that if at any stage I am found guilty of using unfair means in the recruitment process of violating any of the rules/Regulations governing the recruitment my candidature/appointment may be cancelled.

**Signature of applicant**