

 <b>SANJAY GANDHI POST GRADUATE INSTITUTE OF MEDICAL SCIENCES</b> Raebareli Road, Lucknow- U.P. (India) EPBX No. 0522-2494000/2495000/2668700/2668800/2668900 Fax- 0522-2668017/2668078				
<b>Recruitment Notice</b>				
Online applications are invited for the following group "B" & "C" posts on Direct Recruitment Basis in Sanjay Gandhi Postgraduate Institute of Medical Sciences, Lucknow				
Advertisement No. (To be mentioned in application form)	Name of Posts	Number of vacant posts	Pay Matrix Level as per 7th CPC	Group
1	2	3	4	5
I/48/1/Rectt/2023-24	Junior Engineer (Telecom)	01 (SC Only)	Level-6	C
I/48/2/Rectt/2023-24	Senior Administrative Assistant	40	Level-4	C
I/48/3/Rectt/2023-24	Store Keeper	22	Level-4	C
I/48/4/Rectt/2023-24	Stenographer	84	Level-4	C
I/48/5/Rectt/2023-24	Receptionist	19	Level-4	C
I/48/6/Rectt/2023-24	Nursing Officer	1426	Level-7	B
I/48/7/Rectt/2023-24	Perfusionist	05	Level-6	C
I/48/8/Rectt/2023-24	Technician (Radiology)	15	Level-6	C
I/48/9/Rectt/2023-24	Medical Lab Technologist	21	Level-6	C
I/48/10/Rectt/2023-24	Technician (Radiotherapy)	08	Level-6	C
I/48/11/Rectt/2023-24	Technical Assistant (Neuro-Otolgoy)	03	Level-6	C
I/48/12/Rectt/2023-24	Junior Physiotherapist	03	Level-6	C
I/48/13/Rectt/2023-24	Junior Occupational Therapist	03	Level-6	C
I/48/14/Rectt/2023-24	Nuclear Medicine Technologist	07	Level-5	C
I/48/15/Rectt/2023-24	Technician (Dialysis)	37	Level-5	C
I/48/16/Rectt/2023-24	O. T. Assistant	81	Level-5	C
I/48/17/Rectt/2023-24	Sanitary Inspector Gr. I	08	Level-5	C
I/48/18/Rectt/2023-24	CSSD Asstt.	20	Level-4	C
1- The detailed advertisement can be seen at Institute's website <a href="http://www.sggpgims.org.in">www.sggpgims.org.in</a> 2- Number of Posts/positions may increase / decrease. 3- Reservation policy (Vertical and Horizontal) of Govt. UP shall be applicable.				
				(Director)

**Note:-**The pay Level published in window Advt. for Store Keeper & Receptionist posts may be read as Level-6 and Level-5 respectively as above.

## Recruitment- detail Advertisement

### Advertisement No. I /48/ 01-18 /Rectt/2023-24 (i.e. Total 18 Advertisements- 01 to 18 ) Computer Based Through Online Medium (CRT) Exam 2024

**Online Application forms are expected to be active soon and remain open till last week of April.**  
**Please visit the SGPGI website ([www.spggims.org.in](http://www.spggims.org.in)) regularly for final date.**

Sanjay Gandhi Postgraduate Institute of Medical Sciences has been established under the State Legislature Act in 1983 and is named after Sanjay Gandhi. It was created by the state of Uttar Pradesh as a centre of excellence for providing medical care, education and research of the highest order. The institute is situated in a 550 acres (2.2 square kilometres) campus at Raebareli Road, 15 km from the main city. The Institute provides postgraduate training to medical and nonmedical professionals. The training programmes lead to D.M., M.Ch., M.D., Ph.D., postdoctoral fellowships, postdoctoral certificate courses in various disciplines. In addition, it offers senior residency training programmes. B.Sc. Nursing course and B.Sc. / M.Sc. paramedical technology courses in allied sciences are offered by the College of Medical Technology. The Institute is an autonomous body and awards degrees which are recognised by the Medical Council of India. The hospital consists of 33 departments.

**The detail of vacant Posts / positions is here as under: -**

#### **Special Note –**

- Details of reservation categories, backlog and unfilled vacant positions, will be uploaded on the SGPGI website preferably by the first week of June. Candidates are advised to regularly check the SGPGI website for these details.
- Recruitment for the posts of Storekeeper, CSSD Assistant and OT Assistant is presently on hold, till further instructions from Director, SGPGIMS

**Table-1**

<b>Advertisement No. (To be mentioned in application form)</b>	<b>Name of Posts</b>	<b>Number of vacant posts (Tentative)</b>	<b>Pay Matrix Level as per 7<sup>th</sup> CPC</b>	<b>Group</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
I/48/1/Rectt/2023-24	<b>Junior Engineer (Telecom)</b>	<b>01(SC only)</b>	Level-6	<b>C</b>
I/48/2/Rectt/2023-24	<b>SeniorAdministrativeAssistant</b>	<b>40</b>	Level-4	<b>C</b>
I/48/4/Rectt/2023-24	<b>Stenographer</b>	<b>84</b>	Level-4	<b>C</b>
I/48/5/Rectt/2023-24	<b>Receptionist</b>	<b>19</b>	Level-5	<b>C</b>
I/48/6/Rectt/2023-24	<b>Nursing Officer</b>	<b>1426</b>	Level-7	<b>B</b>
I/48/7/Rectt/2023-24	<b>Perfusionist</b>	<b>05</b>	Level- 6	<b>C</b>
I/48/8/Rectt/2023-24	<b>Technician (Radiology)</b>	<b>15</b>	Level- 6	<b>C</b>
I/48/9/Rectt/2023-24	<b>Medical Lab Technologist</b>	<b>21</b>	Level- 6	<b>C</b>

I/48/10/Rectt/2023-24	<b>Technician (Radiotherapy)</b>	<b>08</b>	Level- 6	<b>C</b>
I/48/11/Rectt/2023-24	<b>Technical Assistant (Neuro-Otology)</b>	<b>03</b>	Level- 6	<b>C</b>
I/48/12/Rectt/2023-24	<b>Junior Physiotherapist</b>	<b>03</b>	Level- 6	<b>C</b>
I/48/13/Rectt/2023-24	<b>Junior Occupational Therapist</b>	<b>03</b>	Level- 6	<b>C</b>
I/48/14/Rectt/2023-24	<b>Nuclear Medicine Technologist</b>	<b>07</b>	Level- 5	<b>C</b>
I/48/15/Rectt/2023-24	<b>Technician (Dialysis)</b>	<b>37</b>	Level- 5	<b>C</b>
I/48/17/Rectt/2023-24	<b>Sanitary Inspector Gr.I</b>	<b>08</b>	Level- 5	<b>C</b>

### **GENERAL INSTRUCTIONS:**

1. Aspiring applicants must fulfill all essential eligibility criteria, educational qualification, age limit, etc. as per instructions (see Table 2) and submit their ONLINE application only. On-line application (s) link will be available on SGPGIMS, Lucknow websites [www.sgpgims.org.in](http://www.sgpgims.org.in)
2. No application/fee will be accepted after date as against the above advertisement till the last date of submission of application and fee as per published Examination scheduled on Institute's website. The applicant will not be able to print out his application unless his fee is adjusted by the bank. Therefore, the fee from the bank should be mandatorily adjusted by the candidate. Candidate can also amend his application form except -Registered Mobile Number, Email, Aadhar Number, Category, etc.
3. Candidates are required to mention above Advertisement Number for the post applied for at appropriate column of application form.
4. Examination schedule and cities of examination and other information (syllabus) about recruitment will be uploaded separately on SGPGIMS, Lucknow website i.e. [www.sgpgims.org.in](http://www.sgpgims.org.in)
5. In case of any queries, assistance of clarification regarding the advertisement, the Help-desk email id and phone number will be published on the Institute's website according to Examination schedule.
6. No document including printed/ hard copy of online application forms are required to be sent by post. However, applicants are advised to keep one printed / hard copy of their application forms.
7. Applicants in regular employment must submit a "NO OBJECTION CERTIFICATE" from employers.
8. Candidates with valid application shall be issued call letter & admit card. These can be downloaded by candidates directly from Institute's website [www.sgpgims.org.in](http://www.sgpgims.org.in) by entering their registration number / application number, Date of birth. **Call letters/Admit cards will not be sent by post.** This facility would be available on website accordingly as per published scheduled of examination.
9. No TA/DA shall be admissible for appearing in Written Test / Skill Test/ Interview.
10. In case of examination for any post held in multiple shifts, then Normalization formula shall be applicable. **(see Annexure-1)**

11. All Disputes/differences or litigations shall be subject to territorial jurisdiction of Lucknow Court only.
12. Selection/Appointment of the candidate for the contractual position is purely provisional, unless Verification of documents and genuineness of the candidature is verified. In case of any Incorrect/falsification/ tempered/fabrication found, selection/appointment will be liable to be cancelled forthwith and appropriate Legal action may be taken against the candidate.
13. Any information provided by the candidate and found to be false at any stage of recruitment process, then the candidature of the candidate shall be summarily rejected.
14. Number of posts/positions may increase/decrease as per the decision of the appointing authority.
15. In case of any discrepancy in print media or website, the records with **Sanjay Gandhi Post-Graduate Institute of Medical Sciences** will be treated as final.
16. Director SGPGIMS, Lucknow reserves right to fill any or all of advertised posts or not to fill the same without assigning any reason.

**Application Fees:**

The application fees is not refundable in any circumstances and the amount is as under:-

S.N.	Category	Application fee	GST @18%	Total
1.	UR	1000/-	180/-	1180/-
2.	OBC/EWS	1000/-	180/-	1180/-
3.	SC/ST	600/-	108/-	708/-

1. The candidates belonging to the other category (Horizontal) shall have to pay fee according to their original category.
2. Individual application and supplication fee is required to be submitted/remitted for each post(s) separately. (In case of candidate applying for more than one post).

**Reservation-** (applicable as per policy of Uttar Pradesh Govt.)

1. The Scheduled Tribes/Scheduled Castes/ Other Backward Castes (OBC), EWS & other categories (i.e. horizontal ) reservation will be admissible as per the periodic/ existing orders of the Government of Uttar Pradesh. Candidates of Reserved category other than Uttar Pradesh will be treated under 'UR' category (Unreserved category).
2. EWS certificate valid for the year 2024-25 based on the income of **financial year 2023-24** will only be considered.
3. Domicile certificate and reservation certificate issued from the Govt. of UP for UP Govt. Job will only be considered. These certificates should be latest and verifiable online on UP Govt. Portal.
4. In case of Female candidate, the valid caste certificate issued from father side will be treated valid.
5. The changes in reservation policy shall be applicable, if enforced by the Government of Uttar Pradesh through policy directions / Ordinances/Orders from time to time.
6. Reservation policy of the Government of Uttar Pradesh shall be applicable.
7. The Uttar Pradesh, Public Services, (Reservation for physically handicapped, dependent of freedom fighters and ex servicemen) Act 1993, dated 29.12.1993, and (Amendment) Act 2018 dated 01.09.2018 &(Amendment) Act 2021 vide Notification No. 450 (2/LXXIX-V-1-21-1-ka-

12-21 Lucknow dated 10.03.2021 shall apply in the reservation under other category (i.e. Horizontal) and will be applicable only to the identified posts (in the Divyang category).

8. In case of Divyang candidates requiring scribe/writer for taking the examination, the government rules will apply, as per G.O. F. No. 29-6/2019-DD-III/ dated 10.08.2022& F. No. 34-02/2015-DD-III/ dated 29.08.2018, issued by Govt of Indian , Ministry of Social Justice and Empowerment, Dept of Empowerment of Persons with Disabilities (Divyangjan). The candidates should arrange his/her own scribe/writer. SGPGIMS or Examination body will not be able to provide a scribe/writer for this exam.

**Horizontal reservation:**

The Uttar Pradesh, Public Services, (Reservation for physically handicapped, dependent of freedom fighters and ex servicemen) Act 1993 , dated 29.12.1993 and (amendment) Act 2018 dated 01.09.2018 &(Amendment) Act 2021 vide Notification No. 450 (2/LXXIX-V-1-21-1-ka-12-21 Lucknow dated 10.03.2021 shall apply in the Horizontal reservation and will be applicable only to the identified posts (for Divyang category).

Horizontal reservation will be applicable only on identified posts.

<b>Vertical reservation:-</b>	SC-21%, ST- 2% OBC-27%, EWS-10%
<b>Horizontal Reservation –</b>	
Divyang	4%
Ex-Serviceman	5%
Dependents of Freedom Fighters	2%
Female gender	20%

**Age criteria:-**

- 1- The decisive date of age calculation for recruitment to all the posts mentioned in the above table is **1st January, 2024**. (Norm- 1<sup>st</sup> January, in case, if Advt. is released in between 1<sup>st</sup> January to 30<sup>th</sup> June &1<sup>st</sup>July, if Advt. is released in between 1<sup>st</sup> July to 31<sup>st</sup> December). As such on 1st January, 2024, the candidate has to have attained the age of 18 years and should not be more than 40 years age.
- 2- In case of candidates belonging to Scheduled Castes, Scheduled Tribes, OBCs and other such categories of candidates in Uttar Pradesh, the upper age limit will be as high as specified by the Government. Age relaxation for SC/ST& OBC candidates up to a maximum period of 05 years, is applicable as per relevant GOs of Govt of UP.
- 3- In case of Permanent Government Employees who have rendered not less than 3 years regular and continuous service in the relevant field relax able up to maximum period of 5 years as per GOs of Govt. of UP, Karmik Anubhag -4 Ref No. -2-E.M./2001-Ka-42013 dated 27.08.2013
- 4- For appointment on direct entry posts ex-service men vide U.P.Govt Niyukti (kha) deptt. no. 5/1/66-niyukti (kha) dated 16.3.1970, he shall be allowed to deduct the period of his service in the armed forces from his actual age and if the resultant age does not exceed the maximum age limit prescribed for the post / service for which he seek appointment by more than 03 years, he shall be deemed to satisfy the condition regarding the upper age limit. However, he should have

rendered satisfactory approved military service in any wing of army, navy or air forces and he should be otherwise eligible for the post.

- 5- In case of Divyang/ Disabled/ Handicapped candidates, the age relaxation is up to maximum period of 15 years (Ref. GO.NO. 18/1/2008-Ka/2/2008 Karmik-anubhag2 dated 03.02.2008 of Government of UP.

**Essential: Qualification and Experience & other preferential qualifications-**

For recruitment to all the vacant posts mentioned in the above Table-1, it is mandatory for the candidate to hold the following mandatory qualifications (educational and other preferential qualifications) as on **1<sup>st</sup> January, 2024** .

**Table-2**

Sl. No	Advt. No.	Name of post	Essential Eligibility Criteria
1	2	3	4
1	<b>1/48/1/Rectt /2023-24</b>	Junior Engineer (Telecom)	<u>Essential Qualification and experience :-</u> First class diploma in telecommunication/electronics engineering with 2 years experience in the concerned field.
2	<b>1/48/2/Rectt /2023-24</b>	Senior Administrative Assistant	<u>Essential Qualification and experience :-</u> (i) Graduate with knowledge of noting & drafting and knowledge of computer. (ii) A typing speed of 30 w.p.m. in English OR 25 w.p.m. in Hindi (iii) Experience- Minimum One year experience in Government/ Public Service Undertaking/ Autonomous government organization/ Including Contractual/ Outsourced workers working in Government Organization. (iv) After appointment Candidates will be compulsorily required to learn bilingual typing in both Hindi and English with speed of 25/30 wpm in Hindi and English, respectively. This will be the responsibility of the Candidate to be accomplished within the probation period of 2 years and would be tested by the concerned Establishment by a skill test. If the candidate fails to clear the test during the probation period his/her services will be terminated.
4	<b>1/48/4/Rectt /2023-24</b>	Stenographer	<u>Essential Qualification and experience :-</u> 1) Graduate. 2) Stenography speed - 80 w.p.m. in Hindi OR English 3) Typing speed - 25 w.p.m. in Hindi OR 30 w.p.m. in English, on computer/ desktop 4) Knowledge in computer applications. 5) After appointment Candidates will be compulsorily required to learn bilingual typing in both Hindi and English with speed of 25/30 wpm in Hindi and English, respectively. This will be the responsibility of the Candidate to be

			accomplished within the probation period of 2 years and would be tested by the concerned Establishment by a skill test. If the candidate fails to clear the test during the probation period his/her services will be terminated.
5	1/48/5/ Rectt /2023-24	Receptionist	<u>Essential Qualification and experience :-</u> (i) Degree from a recognized University (ii) Post-graduate Diploma in Journalism/Public Relations <b>Desirable</b> : (i) Experience in Public Relations/ Publications/ Printing /Publishing (ii) Exposure to working on Personal Computer
6	1/48/6/ Rectt /2023-24	Nursing Officer	<u>Essential Qualification and experience :-</u> (i) B.Sc. (Hons) Nursing/B.Sc Nursing from an Indian Nursing Council recognized Institute or University <b>OR</b> B.Sc. (Post certificate) / Post Basic B.Sc Nursing from an Indian Nursing Council recognized Institute/Board or University. (ii) Registered as Nurse & Midwife in State / India Nursing Council <b>OR</b> (i) Diploma in General Nursing Midwifery from an Indian Nursing Council. (ii) Registered as Nurse & Midwife in State / Indian Nursing Council (iii) Two years experience in minimum 50 bedded Hospital after acquiring the educational qualification mentioned above.
7	1/48/7/ Rectt /2023-24	Perfusionist	<u>Essential Qualification and experience :-</u> (i) B.Sc. Degree in Medical Perfusion from a recognized Institute/University <b>OR</b> (ii) B.Sc. Degree from a recognized University with certificate in Perfusion Technology (awarded by a recognized Institution/ Association/ Authority (such as Association of Thoracic and Cardio Vascular Surgeons of India) after minimum 01 year training in a center with CVTS Services. <b>AND</b> 01 year experience in clinical perfusion.
8	1/48/8/ Rectt /2023-24	Technician (Radiology)	<u>Essential Qualification and experience :-</u> A. (i) 10 + 2 with Science subjects or equivalent from a recognized Board / University. (ii) Diploma (2 years course) in Radiography Techniques from a recognized Institution. (iii) 1 year experience as Radiographer. <b>OR</b> B. B.Sc. (Hons.) (3 years course) in Radiography from a recognized University / Institution.
9	1/48/9/ Rectt	Medical Lab Technologist	<u>Essential Qualification and experience :-</u>

	/2023-24		Bachelors Degree in Medical Laboratory Technology/Medical Laboratory Science from a Govt. recognized university/ institution with two years relevant experience in a Laboratory attached with a hospital having minimum 100 beds.
10	I/48/10/ Rectt /2023-24	Technician (Radiotherapy)	<u>Essential Qualification and experience :</u> <b>Essential: -</b> 1. 10+2 with Science subjects or equivalent from a recog. Board/ University. 2. Diploma (2 yrs. course) in Radiotherapy Techniques from a recog. Institution. 3. One year exp. as Radiotherapy Technician. OR B.Sc. (Hons.) (3 yrs. course) in Radiotherapy from a recog. University/ Institution.
11	I/48/11/ Rectt /2023-24	Technical Assistant (Neuro-Otology)	<u>Essential Qualification and experience :-</u> <b>Essential: -</b> B.Sc. Degree in Speech and Hearing from a recognized Institution/ University. Desirable: (i) B.Sc. (Hons) in Speech and Hearing (ii) Clinical experience in a hospital (Neuro-otology )
12	I/48/12/ Rectt /2023-24	Junior Physiotherapist	<u>Essential Qualification and experience :-</u> <b>Essential Qualification:-</b> (i) Inter (Science) (ii) Master Degree in Physiotherapy Therapy (MPT)
13	I/48/13/ Rectt /2023-24	Junior Occupational Therapist	<u>Essential Qualification and experience :-</u> <b>Essential Qualifications:</b> (i) Inter (Science) (ii) Master Degree in Occupational Therapy (MOT)
14	I/48/14/ Rectt /2023-24	Nuclear Medicine Technologist	<u>Essential Qualification and experience :</u> <b>Essential:-</b> B.Sc. In Life science and other science plus one year diploma in Medical Radiation and Isotope Techniques (DMRIT) OR equivalent approved by AERB. Desirable:- One year post diploma (DMRIT) in registered Nuclear Medicine facility .
15	I/48/15/ Rectt /2023-24	Technician (Dialysis)	<u>Essential Qualification and experience :</u> <b>Essential:-</b> B.Sc. in Dialysis Technology OR B.Sc. With diploma in Dialysis technology of 02 years and one year experience of working as dialysis technician in a Hospital of 20 dialysis unit. If candidates above qualification are not found than following qualification shall be considered. B.Sc. in life science plus 02 years experience of working as dialysis technician in a hospital of 20 Dialysis Units.
17	I/48/17/ Rectt /2023-24	Sanitary Inspector Gr.I	<u>Essential Qualification and experience :-</u> 1. Matriculation or equivalent from a recognized board. 2. Certificate of sanitary Inspector course. 3. Seven (07) years of experience in the line, preferably in a hospital of repute.

#### HOW TO APPLY



Candidates applying for various posts published in Sanjay Gandhi Post-Graduate Institute of Medical Sciences are required to apply online ONLY through the official website: <http://www.sgggims.org.in>

Before filling up Online Application, the Candidate must be ready with following documents:

- a) **Recent Scanned Colored Photograph** in JPG/JPEG format only (file size 80KB max).
- b) **Scanned Signatures** (file size 80KB max).
- c) **A valid E-mail id and**
- d) **Mobile Number**
- e) **Scanned Image of Mark sheets & Certificates for 10<sup>th</sup>, 12<sup>th</sup>, Diploma Graduation and Post Graduation (as applicable).**
- f) **Scanned Image of Caste/Category and Sub-Category (if applicable), Domicile certificates (if applicable) & Experience Certificate (If applicable)**

A valid **E-mail id** and **Mobile Number** is mandatory for the submission of your Online Application. **This E-Mail id and Mobile number should be active till the completion of recruitment process.** Sanjay Gandhi Post-Graduate Institute of Medical Sciences will send important information about your application and examination on this registered E Mail / Mobile number.

**Please note that after submission, the particulars mentioned in the Online Application in each stage including Name of the Candidate, Caste Category, Date of Birth, Address, Email-ID and Mobile Number etc. will be considered as Final. After the submission of the online application at each stage, the candidate will not be able to edit / delete any fields of the Online Application.**

**Applications received without appropriate Application Fee, required documents & information as per entrance notification are liable to be rejected.** However, **Sanjay Gandhi Post-Graduate Institute of Medical Sciences** have the right to cancel any of the Examination City, Center and/or add some other cities/centers' depending upon the response, administrative feasibility, or any force-majeure conditions etc.

Hence, Candidates are requested to fill in the online application form with utmost care as no correspondence regarding change of details will be entertained at later stage.

### **STEPS TO BE FOLLOWED TO FILL UP THE ONLINE APPLICATION**

Please read following Instructions carefully to fill up the Application Form.

**Step 1:** Candidates are required to visit website: <https://sgggims.org.in/> first, then go through the following documents:

- Advertisement
- Exam Cities
- How to Apply
- Frequently Asked Questions
- Helpdesk

**Step 2: Candidates are required to Register with their Name of the Applicant, Post Applied, Date of Birth, Email ID, and Mobile Number.**

For registration of online Application Form click on “Registration for New Users”

**Step 3: After successful Registration, Candidate will receive password on registered mobile no and user id on Registered Email Id.**

**Step 4: Application Form => Candidate can logout or fill up application form by click on “Sign in for Existing Users” with allotted user id and password”**

The following details need to be completed during filling up of application form.

- 1) Personal Details
- 2) Communication Details
- 3) Qualification Details
- 4) Test City Choice
- 5) Document Upload and Payment

**Mandatory Documents:**

- i. Scanned image of Recent Colored Photograph of candidate
- ii. Scanned Signature of candidate (File size of 80KB (maximum) in JPEG format only)
- iii. Certificates for 10<sup>th</sup>, 12<sup>th</sup>, Graduation (if applicable), Post Graduation (if applicable)
- iv. Caste/Category, Sub-Category & Domicile certificates, (if applicable)

**Step 5:** On successful submission of the Application Form & deposit of application fee, you will be able to view the complete application submitted by you, including your Photo along with the message of Successful submission by clicking on track your application form. Please take a printout of this application form for future correspondence &

**Application Sequence Number** printed on it.

**Step 6:** Deposit the requisite Application fees through online/offline mode via **State Bank of India** payment gateway. Make sure that the candidate do the payment after successful submission of application, candidate are advised to make payment before the last day of fee submission to avoid the last time network rush.

**Payment Mode:** (For detail with snapshot please check the Fee deposit procedure)

1. **ONLINE MODE PAYMENT:** Debit Card/Credit Card/SBI Net banking/Other Net banking

Please fill up all the details very carefully.

After final submission of the form and fee payment, the candidate will not be able to edit /delete any field.

However, Candidates can Edit and Preview the Application Form before clicking on Submit.

If the entered information is correct, candidates may finally click on the Submit Button and pay the Application fee.

Note: After successful submission, the candidate will get SMS on registered mobile/ Email. Please save your Application Sequence No. for future reference.

**Please preserve your Application Sequence Number and Password** since you will require this information to login for downloading your hall ticket / admit card / written result / schedule for other exam related activities / result etc. etc.

**Screening:**

1. The candidates are advised to go through the requirements of age, educational qualification, experience, etc. as mentioned in the advertisement and satisfy themselves before applying that they are eligible for the respective post.
2. All applications with application fee shall be accepted provisionally and all candidates will be allowed to appear provisionally in the Common Recruitment Test (CRT).
3. If any candidate is found not fulfilling the prescribed age, qualification, experience and any other eligibility criteria as per the advertisement, at any stage of the recruitment process, even if the candidate figures in the merit list of the Common Recruitment Test (CRT), his/her candidature will be treated as cancelled without any further notice and the post will be forfeited. Candidature will be cancelled at any stage if any information or claim is not substantiated on the scrutiny of the documents by the Institute.

**Online Examination:**

1. The selection will be done on the basis of the marks obtained in the Common Recruitment Test (CRT) only. The computer Based Test will be held at major cities as mentioned in the online application form. Candidates may opt for three test cities preferred from the list and the same cannot be changed after the online form is submitted. SGPGIMS reserves the right to allocate any test city or change the test city opted by the candidate.
2. SGPGIMS reserves the right to cancel any of the Examination City/Centre and/or add some other cities/centers depending upon the response, administrative feasibility or any force-majeure conditions etc.
- 3. The medium of computer-based test / exam will be in English language only.**

**Hall Ticket for the Common Recruitment Test (CRT):**

The applicants can print their hall ticket for the Common Recruitment Test (CRT) online from the Institute website [www.sgpgi.ac.in](http://www.sgpgi.ac.in); [www.sgpgims.org.in](http://www.sgpgims.org.in)

**Common Recruitment Test (CRT):**

For all posts, a Common Recruitment Test (CRT) will be held. The Common Recruitment Test (CRT) will be of **02 hours duration** and will be of **100 marks**. It will contain multiple choice questions (MCQs)  
60 marks on the subject(s) related to the post and of the level of the qualifications required  
10 marks on General English  
10 marks on General Knowledge

10 marks on Reasoning

10 marks on Mathematical Aptitude.

1 (one) mark will be given for the correct answer and 1/3 (one-third) mark will be deducted for the wrong answer (i.e. there will be negative marking)

**Minimum qualifying marks** of the Common Recruitment Test (CRT) for all posts will be:-

50% for - General, EWS, OBC. 45% for - SC & ST
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**Syllabus:**The syllabus will be uploaded in the Institutes website.

**Skill Test/ Technical Examination:**

A Skill Test/ Technical Examination will be conducted after the Common Recruitment Test (CRT), wherever required e.g. for the posts of Stenographer, Senior Administrative Assistant (erstwhile LDA) at present. Candidates equal to three times the number of posts advertised in each category will be shortlisted after the Common Recruitment Test (CRT) to appear for the Skill Test/ Technical Examination in Stenography/ Typing Test etc. In case of a tie at the last place, all applicants who tie at the last place at the Common Recruitment Test (CRT) will be called for the Skill Test/ Technical Examination. This list will be declared in order of Roll No./ in alphabetical order (NOT in order of merit). In such cases, however, the Skill Test/ Technical Examination will be only qualifying in nature and such marks (of the Skill Test/ Technical Examination) shall not be counted in the overall selection procedure i.e. the final selection will be made on the basis of the marks obtained in the Common Recruitment Test (CRT) only by the candidates who qualify the Skill Test/ Technical Examination.

**Eligibility Status for the Skill Test/ Technical Examination:**

The list of applicants eligible for the Skill Test/ Technical Examination (wherever required) after the Common Recruitment Test (CRT) will be declared on the Institute website.

**Final Merit List:**

The final merit list will be prepared based on the marks obtained in the Common Recruitment Test (CRT) **only** for all categories (i.e. GENERAL, OBC, SC, ST, EWS, etc) separately and rank will be awarded to all qualified applicants. While preparing the merit list for the General (Unreserved) category, all applicants (including those from the reserved categories) will be taken into consideration, but while preparing the merit list for a reserved category, **only** applicants of that category will be taken into consideration. The same method will be applicable in all reserved categories.

**Resolution of Tie:** Tie breaking Rules will be as follows-

1. Total marks of the tied Candidates
2. Date of birth of the tied Candidates. (Older candidate placed higher on the merit list)
3. Number of wrong answers / negative marks of the tied Candidates. (Less wrong answers/ negative marks placed higher on the merit list)

4. Total marks in the 'core' section of the examination conducted. (Higher marks in the core section being placed higher on the merit list)(for e.g. in the examination referred to above 60% questions pertained to the core subject Syllabus) ('core' section would be defined by the Examination Section of SGPGI, for each exam, as needed)
5. Application number of the candidate. (Earlier application number being placed higher on the merit list)

**Results:**

All results will be declared on the Institute website only ([www.sgpgims.org.in](http://www.sgpgims.org.in)) .

**Other observations-**

1. Higher qualification will not be considered a disqualification for any post.
2. Working experience in Government/ semi government organization wherever applicable will include experience either on regular post or outsourced/contractual, with accompanying evidence based certificate. Applicant may be asked to submit an affidavit, if needed, that experience mentioned in the certificate is true and SGPGIMS may verify the facts from the concerned Institution/ Party.
3. For posts having experience as an Essential Criteria, the experience which has been acquired only after obtaining essential qualification will be considered as valid.
4. Any dispute with regard to any matter referred herein shall be subject to the jurisdiction of Lucknow court alone.
5. All selections made against a specific advertisement shall be applicable only for that specific advertisement, and wait list would be prepared as per the provisions of the State (UP) Government in this regard.
6. Canvassing in any form will be a disqualification.
7. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Lucknow Courts only.

**Note:**

1. The Notification of "The Uttar Pradesh Direct Recruitment to Junior Level Posts (Discontinuation of interview) Rules 2017" Notification Miscellaneous No. 4/2017/1/1/2017-Ka-2 Dated 31 August 2017, the earlier provisions/guidelines in respect of recruitment of group 'B' (Non Gazetted), group 'C' and group 'D' are superseded by this rule 2017 and recommended to adopt these Rules for recruitment of group 'B' (Non Gazetted), group 'C' and group 'D' posts of the Institute.
2. Skill test will be carried out by the Examination section, SGPGIMS, Lucknow. Candidates equal to three times the number of posts advertised in each category will be shortlisted after the Common Recruitment Test (CRT) to appear for the Skill Test/ Technical Examination in Stenography/ Typing Test etc. In case of a tie at the last place, all applicants who tie at the last place will be called for the Skill Test/ Technical Examination. This list will be declared in order of Roll No./ in alphabetical order (NOT in order of merit). In such cases, however, the Skill Test/ Technical Examination will be only qualifying in nature and such marks (of the Skill Test/ Technical Examination) shall not be counted in the overall selection procedure i.e. the final selection will be made on the basis of the marks obtained in the CRT only by the candidates who qualify the Skill Test/ Technical Examination. It may, therefore, so happen that a candidate who stands high in the merit list of the CRT may not be selected finally because he/she fails to qualify the Skill Test/ Technical Examination. For this reason, the final merit list of the CRT will be

declared after the qualifying Skill Test/ Technical Examination only. It needs to be noted that the Skill Test/ Technical Examination which is qualifying in nature has to be held after the written examination because of logistic reasons, considering a large number of applications.

**Date: March 7, 2024**

**DIRECTOR**

**Annexure- 1**

**Score  
Normalization**

**About Normalization**

Normalization means adjusting values measured on different scales to a notionally common scale

**Need for Normalization in Exam:-** Exam pertaining for a particular post/course could be spread across multiple shifts which will have different question paper for each shift. The normalization is to be done by considering the difficulty level of each set, since the questions may be different in different sets and difficulty level of a particular set may be different from other sets.

Hence the normalization of scores need to be carried out for all the candidates who had written the exam, across shifts for the same post/course.

**Normalization Method:**

The following has to be calculated for every shift for all the candidates who have written the exam for the same post:

a. Average score for each Shift  $X_{av}$  = total marks scored by candidates in a shift divided by no. of candidates in the shift.

b. Standard Deviation of score for each Shift. Standard Deviation is a measure that is used to quantify the amount of variation of a set of data values:

N = Number of candidates

X = Raw score of candidates

L = Total Raw score for all candidates in a shift

$X_{av}$  = Average which is total marks divided by no. of candidates.

x = Raw Score of Candidate - Simple Average ( $X - X_{av}$ ) Standard Deviation (S) =  $(\sum x^2)/N$

**Normalization Formula**

**Normalized Score for each candidate ( $X_n$ ) =  $X_n = (S_2 / S_1) * (X - X_{av}) + Y_{av}$**

S2	Is the SD of the shift with the Highest Average Score taken as Base for normalization (Criteria for choosing the base for normalization is generally taken as the shift with 'Highest Average' of raw scores)
S1	Standard Deviation for the corresponding shift (to be scaled to S2)
X	Raw score of a candidate
$X_{av}$	Simple average of the Shift
$Y_{av}$	Average corresponding to shift with highest Average (taken as Base for normalization)

Criteria for choosing the base for normalization is generally taken as the shift with 'Highest Average' of raw scores. Only exception is made if this shift (with highest average) has far less number of candidates as compared to other shifts. In that case we take the next shift with 'highest Average' as base for normalization.

70% of the average attendance is the limit. Any value below this should not be considered for the base.