



GOVERNMENT OF INDIA

Chandigarh Administration Gazette

Published by Authority

No. 147] CHANDIGARH, MONDAY, OCTOBER 21, 2024 (ASVINA 29, 1946 SAKA)

CHANDIGARH ADMINISTRATION
DEPARTMENT OF MEDICAL EDUCATION AND RESEARCH

Notification

The 18th October 2024

No. 2024/39657.—In exercise of the powers conferred by the proviso to article 309 of the Constitution of India read with the Government of India, Ministry of Home Affairs, Notification S.O. No. 3267, dated 1st November, 1966, the Administrator, Union Territory, Chandigarh is pleased to make the following rules, regulating the method of recruitment to Group ‘C’ posts i.e. **Telephone Operator (Non-Ministerial)** in the Government Medical College and Hospital, Chandigarh, namely-

- Short title and commencement:-** (i) These rules may be called the Government Medical College and Hospital, Chandigarh (Group-C) (Non-Ministerial) Recruitment Rules, 2024.
(ii) They shall come into force on the date of their publication in the Official Gazette.
- Application:**
These rules shall apply to the posts specified in column No.1 of the Schedule annexed to these rules.
- Number of posts, classification and scale of pay:-**
The number of posts, their classification and the scales of pay shall be as specified in columns 2 to 4 of the said Schedule.
- Method of recruitment, age limit and qualification, etc:-**
The method of recruitment to the said posts, age limit, qualifications and other matters connected therewith shall be as specified in columns 5 to 13 of the said Schedule.
- Disqualification: No person:**
 - who has entered into or contracted a marriage with a person having a spouse living;
OR
 - who, having a spouse living, has entered into or contracted a marriage, with any person, shall be eligible for the appointment to the said posts:

Validity unknown



Provided that the Administrator, Union Territory of Chandigarh may, if satisfied that such marriage is permissible under the personal Law applicable to such person and other party to the marriage and there are other grounds for so doing, exempt, any person from the operation of this rule.

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6. Power to relax:-

Where the Administrator, Union Territory, Chandigarh is of the opinion that it is necessary or expedient so to do, he may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules in respect of any class or category of persons.

7. Savings:-

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-Servicemen and other special categories of persons in accordance with the orders issued by Central Government from time to time in this regard.

8. Repeal:-

The Government Medical College and Hospital, Chandigarh (Non Ministerial Cadre, Group –C posts), Recruitment Rules, 2014 notified vide notification no. FII(6)/2014/4370 dated 13.05.2015, further amended vide notification No.14243, dated 13.03.2020 in respect of the post of **Telephone Operator** are hereby repealed.

Secretary MER
Chandigarh Administration

ANNEXURE-I

1	Name of the Post	Telephone Operator
2	No. of Post	08*(2024) * Subject to variation dependent on workload
3	Classification	General Central Services, Group 'C' Non-Gazetted/Non-Ministerial
4	Pay Band and Grade Pay/Pay Scale	Level 2 (Rs.19900- 63200) in pay matrix of 7 th CPC
5	Whether selection post or non-selection post	Not Applicable
6	Age limit for direct recruits	Between 18- 25 Years (The upper age is relaxable for departmental candidate up to 40 years in accordance with instructions or orders issued by Central Government) Note: The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India and not closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh, Lahaul & Spiti District and Pangi Sub-division of Himachal Pradesh, Andaman & Nicobar Islands or Lakshadweep.
7	Educational and other qualifications required for Direct recruits	10+2 pass from a recognized Board plus training course in handling Electronic Private Automatic Branch Exchange (EPABX) from a recognized Institute. Note: The direct recruits have to submit the certificate of training in Information Communications Technology (ICT) Skills of 80 hours at the time of their appointment, as per instructions issued by Chandigarh Administration Vide No. 28/69-IH(12)/Pers. & Trg.-2019/ 17927 dated 25 th November 2019.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotes	Not Applicable
9	Period of probation, if any	Two Years (Successful completion of mandatory Induction Training of at least two weeks duration shall be the pre-requisite for completion of probation)

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10	Method of Recruitment whether by direct recruitment or by promotion or by deputation/ absorption and percentage of the vacancies to be filled by various methods	100% By Direct Recruitment Note:- 1. Vacancies caused by the incumbent being away on transfer on deputation or long illness or study leave or under other circumstances for duration of one year or more may be filled on deputation basis from officers of Central Government:- i. holding analogous post on regular basis in the parent cadre/ department; and ii. Possessing the educational qualifications prescribed for direct recruits under column 7. 2. The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/ department of the Central Government/ State Government/ UT Administration shall be as per the instructions/ guidelines issued by the Government from time to time. 3. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.
11	In case of recruitment by promotion/ deputation/ absorption, grades from which promotion/ deputation/ absorption to be made	Not Applicable
12	If a Departmental Promotion Committee exists, what is its composition	Departmental Confirmation Committee (DCC) (for confirmation) 1) Director Principal, GMCH, Chandigarh- Chairman 2) Representative of Personnel department – Member 3) Representative of Social Welfare - Member 4) Representative of Regional Employment Officer – Member
13	Circumstances in which Union Public Service Commission to be consulted in making Recruitment	Not Applicable