



Sanjay Gandhi Post Graduate Institute of Medical Sciences


Rachareh Road, Lucknow-226014, India.

[www.sgpgims.org.in](http://www.sgpgims.org.in)

Applications are invited for the following posts under NHM funded Hemophilia project in Department of Hematology SGPGI, Lucknow: The posts are of (1) Counsellor (One) (2) Data Entry Operator (One) (3) Office Attendant (One). The details are on the Institute website ([www.sgpgims.org.in](http://www.sgpgims.org.in))

Advt. No. R/16/2023-24

Dr. Rajesh Kashyap

  
Dr. Rajesh Kashyap  
Head  
Department of Hematology  
S.G.P.G.I. Lucknow  
U.P.-226014



Sanjay Gandhi Post-Graduate Institute of Medical Sciences  
Raebareli Road, Lucknow-226014, India.  
(www.spggims.org.in)

352

Applications are being invited for the following posts under National Health Mission funded Hemophilia project in the Department of Hematology entitled "**Hemophilia Govt. of Uttar Pradesh**".

**1. Counselor\* – 01 No.**

**Emoluments:** Rs.21,792/- per month

**Qualifications: Essential:** Graduate/Post Graduate in Psychology/Social Work/Sociology/Human Development. The degree being from a University/Institution recognized by the Central Govt. or State Govt. with working experience in Computer.

**Preferable:** Experience of working in a hospital after Graduation/Post Graduation.

**2. Data Entry Operator\* – 01 No.**

**Emoluments:** Rs. 16,458/- per month

**Qualifications: Essential:** Graduate with Diploma in Computer applications of "O" Level course from DOEACC. 01 Year experience in data recording preparing & sending reports and maintaining record properly (Graduate with commerce & Science will be preferred) The degree or diploma being from a University/Institution recognized by the Central Govt. or State Govt.

**3. Office Attendant\*-01 No.**

**Emoluments:** Rs. 16,458/- per month

**Qualifications: Essential:** Class 10<sup>th</sup>

**Desirable:** 01 year experience of working as Office Attendant.

**General Conditions:**

1. Interested Candidates must send their duly filled application form as per the enclosed Format (Download from SGPGIMS website i.e. www.spggims.org.in) **BY SPEED/REGISTERED POST** addressed to **Dr. Rajesh Kashyap, State Nodal Officer Hemophilia U.P., Department of Hematology, I-Block, Sanjay Gandhi Post Graduate Institute of Medical Sciences, Raebareli Road, Lucknow 226014. U. P** as per the enclosed format clearly mentioning Advt. No. Name of the post applied for, essential qualifications, work experience suitable for the job. Self attested photo copies of the relevant documents along with 02 Nos. of passport size photographs should also be enclosed along with the application. **The last date for receipt of Applications is 10.07.2023.**
2. The list of candidates found eligible for the written test/departmental assessment & interview will be uploaded on SGPGIMS website.
3. Only applications sent **BY SPEED/REGISTERED POST will be considered.** No applications will be accepted **BY HAND/ COURIER SERVICES.**
4. **Incomplete application/ Not in Prescribed format/ without self attested relevant documents/ received after last date of submission (10.07.2023), will be liable for rejection** without further correspondence or communication.
5. A written screening Multiple Choice Question (MCQ) examination for the post of **Counselor & Data Entry Operator** will be conducted and shortlisted candidates, based on merit will be called for the Departmental assessment.
6. The appointment of **Office Attendant** will be done on the basis of Interview only.
7. Eligible candidates will be intimated through Email about the further selection process.
8. The Admit cards for the written exam will be sent to the eligible candidates by Post.
9. These posts are purely temporary and can be terminated with one month notice.
10. Director reserves the right to cancel the Adv. or selections without any reason thereof.
11. Dates for written examination/departmental assessment & interview will be notified later on website (i.e. www.spggims.org.in).

Advt. No. – R/16...../2023-24.

HOD, Hematology: Dr. Rajesh Kashyap

Dr. Rajesh Kashyap  
Professor & Head  
Department of Hematology  
S.G.P.G.I.M.S., Lucknow  
U.P.-226014

100 350

# Sanjay Gandhi Postgraduate Institute of Medical Sciences, Lucknow – 226014

Recruitment for the Posts of Counsellor/ Data Entry Operator/Office Attendant under  
National Health Mission funded project entitled “*Hemophilia –govt. of Uttar Pradesh*”

ADVT NO: R/16/2023-24

POST APPLIED FOR :.....

Please affix your  
recent Passport  
size photograph

NAME : .....

NAME OF FATHER : .....

NAME OF MOTHER : .....

DATE OF BIRTH : .....

GENDER : .....

MARITAL STATUS : .....

AADHAR NO : .....

PAN NO : .....

PHONE NO : .....


EMAIL ADDRESS : .....

MAILING ADDRESS:

PERAMANENT ADDRESS:

.....  
.....  
.....  
.....  
.....

.....  
.....  
.....  
.....  
.....

  
Dr. Rajesh Kashyap  
Professor & Head  
Department of Hematology  
S.G.P.G.I.M.S., Lucknow  
U.P.-226014

**EXAMINATION PASSED :( Matriculation/ Grade X on-words)**

Examination Passed	Institution/ College	Board/ University	Year of Passing	% Marks	Subject	Attempts	Division/ Grade	Merit/Prizes Medals

**PROFESSIONAL EXPERIENCE: (before obtaining prescribed qualification which makes you eligible for the post)**

Post	Institution	Date of Joining	Date of Leaving	Experience Months/days	Nature of Job	Reason of Leaving

**PROFESSIONAL ACHIEVEMENTS: (print in up to 100 words your professional achievements in the specialty for which applied).**

  
**Dr. Rajesh Kashyap**  
Professor & Head  
Department of Home Science

DESIGNATION :	ORGANISATION :
Annual Pay Rs :	
What notice would you require before joining (in months) :	
Have you routed this application through proper channel? :	

**ANY OTHER INFORMATION WOULD YOU LIKE TO SHARE RELEVANT TO THIS APPLICATION:**

**Check List of Documents (self attested) to be attached:**

1. Matriculation and 10+2 certificates
2. Age proof certificate
3. Photocopy of self attested relevant qualification degree/ passing certificate (as applicable for the post)
4. Work experience certificate
5. Two Passport size photographs with candidate's name written on backside.
6. One self addressed envelope with stamp of amount Rs.30/ for sending Speed Post.

**Declaration**

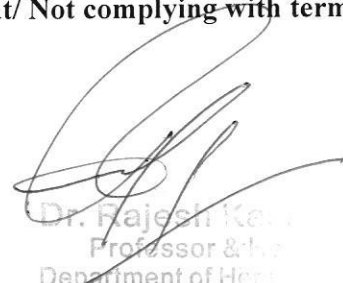
I certify the above particulars submitted are correct and in case they are inaccurate, the Institute would be free to take action against me.

Place:

Date:

Signature of Candidate

**Note: Incomplete applications/ Not in this prescribed format/ Not complying with term and conditions of the advertisement will be rejected.**

  
Dr. Rajesh K. Singh  
Professor & Head  
Department of Health  
S.G.P.G.I.M.S., Lucknow  
U.P.-226001