

No. A.36011/01/2019-CHS.IV
भारत सरकार/ Government of India
स्वास्थ्य एवं परिवार कल्याण मंत्रालय/ Ministry of Health & Family Welfare
स्वास्थ्य एवं परिवार कल्याण विभाग/ Department of Health & Family Welfare
(सी. एच. एस. प्रभाग/ CHS Division)

Work Hall No. 11108, 'C' Wing, First floor,
Kartavya Bhawan- I, New Delhi-01

Dated: 23-10-2026

CIRCULAR

Applications are invited from eligible officers of Central Health Service (CHS) and from eligible officers holding analogous posts under the Central Government (including Ministries of Railways and Defence), State Governments, Union territories, Statutory Bodies, Autonomous Bodies, Semi-Government Organizations, Universities or Recognized Research Institutions, to fill the following posts on regular/ deputation basis:

Sl. No.	Name of post, pay level and name of Institutes /Hospital	Eligibility criteria
i	Director, Central Research Institute, Kasauli (level-14 of pay matrix)	<u>Post is to be filled through regular appointment only</u> Central Health Service (CHS) officers of SAG level (level-14 of pay matrix) belonging to Teaching, Non-Teaching, GDMO or Public health sub-cadres having following qualifications. (i) MBBS (ii) Post Graduation degree in Medical Specialty. Desirable: At least Two (02) years of service remains to attain 62 years of age as on the closing date of application.
ii	Director, B.C.G. Vaccine Laboratory, Guindy (level-13 of pay matrix or above level officers)	<u>(i) To fill up the post through regular appointment</u> Central Health Service (CHS) officers of pay level-13 and above level officers having PG degree in Microbiology. OR <u>To fill up the post through deputation</u> Officers holding analogous posts of pay level-13 or equivalent under the Central/ State/ UT Governments/ Statutory Bodies/ Autonomous Bodies/ Semi-Government Organizations/ Universities/ Recognized Research Institutions, (ii) 03 years' experience in the Microbiology Speciality after obtaining the first Post-graduate degree. (iii) Educational qualification:

		a. MD/DNB in Bacteriology/Microbiology; or b. MBBS with MSc (Medical Bacteriology); or c. MSc (Medical Microbiology) with PhD (Med. Bacteriology); or d. MSc (Medical Bacteriology) with PhD/DSc (Medical Bacteriology); or e. MSc (Medical Microbiology) with PhD/DSc (Medical Microbiology); (iv) Desirable: a. 13 years of experience for deputation. b. At least Two (02) years of service remains to attain 62 years of age as on the closing date of application.
iii.	Director National Tuberculosis Institute, Bengaluru (level-13 of pay matrix or above level officers)	(i) <u>To fill up the post through regular appointment</u> Central Health Service (CHS) officers of pay level-13 and above levels having PG degree in Tuberculosis. OR <u>To fill up the post through deputation</u> Officers holding analogous posts of pay level-13 or equivalent under the Central/ State/ UT Governments/ Statutory Bodies/ Autonomous Bodies/ Semi-Government Organizations/ Universities/ Recognized Research Institutions. (ii) 03 years' experience in the Tuberculosis Speciality after obtaining the first Post-graduate degree (iii) Educational qualification: A. MBBS - mandatory B. Post Graduation:- a. MD/DNB in Tuberculosis/ Tuberculosis & Respiratory Diseases/ Tuberculosis & Chest Diseases; or b. MD/DNB in Medicine with Diploma in Tuberculosis Diseases/ Tuberculosis & Chest Diseases; (iv) Desirable: a. 13 years of experience for deputation. b. At least Two (02) years of service remains to attain 62 years of age as on the closing date of

		application.
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2. The pre-requisites for Central Health Service Officers applying **for regular appointment** for the above mentioned posts, are as under:

- i. The officer Should have requisite qualification and experience as mentioned above.
- ii. Interested officers may forward their application with details such as Name of the post applied for, name of the applicant, date of birth, designation and the current post held and the specialty, educational qualification, experience, contact no. and email id.

3. The pre-requisites for officers applying **for deputation basis** are as under:

- i. Officers should hold analogous posts on regular basis in parent department
- ii. Should have requisite qualification and experience as mentioned above.
- iii. Should have completed period of probation in the parent department,
- iv. Application (**Annexure-I**) along with following documents should be received through proper channel:
 - a. NOC and Cadre Clearance from parent department.
 - b. Attested Reckonable APAR (certificate in lieu of APAR with appropriate reason) of the last five years.
 - c. Vigilance Clearance Certificate / Integrity Certificate / Statement of Major/minor penalties imposed during the last 10 years.
 - d. Educational qualification certificate.
 - e. Valid Medical Council Registration Certificate.
 - f. Experience certificate from the present department.

4. The applicants may be called for the interaction/ presentation before the Selection Committee. Format for the presentation is enclosed at **Annexure-II**.

5. The last date to receive application on **sochs4-mohfw@gov.in** in the prescribed format is 30 days from issue of this Circular i.e. **22.11.2026**.

(Md Reyazuddin)
Under Secretary of Government of India
Tele:- 011-24013270

To:

- i. Heads of all the Institutes/Hospitals/Participating units under Central Health Service
- ii. All Ministries/Departments of the Government of India
- iii. All State Governments/Administration of Union Territories.

- iv. All Statutory Bodies/Autonomous Bodies/Semi Government Organizations/ Universities/ Recognized Research Institutions under the Central Government/ State Government/ Government of Nation Capital Territory of Delhi- *through respective Governments/ Departments/ Bodies*
- v. All Division Heads of Department of Health & Family Welfare and Department of Health Research
- vi. Department of Personnel & Training - *with request to give wide publicity to the circular by uploading it on the department's website and through other means.*
- vii. The Director General of Health Services, Dte. GHS, Kartavya Bhawan-I, New Delhi with a request to give wide publicity in Institutes/Hospitals under their administrative control.
- viii. The Director, CGHS, RK Puram, New Delhi with a request to give wide publicity in Institutes/Hospitals under their administrative control.
- ix. The Senior Director (Tech), NIC, Ministry of Health & Family Welfare (It is requested to host the vacancy circular on the website of this Ministry under the head 'Vacancies').

BIO-DATA/ CURRICULUM VITAE PROFORMA

1.Name and Address (in Block Letters)		
2.Date of Birth (in Christian era)		
3.i) Date of entry into service		
ii) Date of retirement under Central/State Government Rules		
4.Educational Qualifications		
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)		
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	Qualifications/ experience possessed by the officer	
Essential	Essential	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
Desirable	Desirable	
A) Qualification	A) Qualification	
B) Experience	B) Experience	
5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News. 5.2 In the case of Degree and Post Graduate Qualifications Elective/ main subjects and subsidiary subjects may be indicated by the candidate.		
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.		
6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.		

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP / MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state-			
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate. 9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organisation			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basis Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc., (with break-up details)	Total Emoluments
16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. This among other things may provide information with regard to (i) additional academic qualifications (ii)		

professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)	
16.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)	
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.# (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
# (The option of 'STC' / 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

(Signature of the candidate)

Address _____

Date _____

Certification by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. _____
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed..
- iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

Countersigned**(Employer/ Cadre Controlling Authority with Seal)**

Name, Qualification(s), Date of Birth, period left to 62 years

Present & Immediate Past Positions

Position	From	To	Remarks

Chronology of Work Experience

[illegible]

Administrative Experience(s)

[illegible]

Clinical/Academic/Administrative Experience(s)

- Additional Administrative Qualification (if any)?
- Administrative Training if any?
- Patient Related Work (Out-Patients, Special Clinics, Surgeries, Laboratory Related Work)
- Usual Institutional Timing(s) including weekends
- Experience of holding Academic Activities (Conferences etc.)
- Publication(s) including Chapters in Book
- Presentation(s) in academic meets

Not more than 2 slides

Leadership & Managerial approach

- **Describe your approach in evaluating Faculty Performance & Key performance Indicators (KPI) of departments**

Not more than 1 slide

Leadership & Managerial approach

- **Describe your approach for managing Budgets and Allocating resources within Institutional setting**

Not more than 1 slide

Understanding of Problems of the Institution & The suggested Remedies

Not more than 2 slides

Plans for the Institution with deliverables for

- First 100 days
- First Year
- The Entire Tenure

Not more than 2 slides

Any additional information