

**MUNICIPAL CORPORATION CHANDIGARH**  
(Medical officer of Health)

**OFFICE ORDER**

It is intimated to all the employees of MOH that the Committee for amendment in recruitment rules has given following suggestions/recommendations for amendment in recruitment rules/Service Regulations of following categories of posts of MOH office as under:-

**MPW— By promotion** “the diploma certificate given to the female as ANM by the registered college due to which the female Safaiwala’s do not full fill the requisite qualification but in the existing rule 2012 the course mention is MPW only. The word ANM/MPW course may be added instead only MPW”.

**Field Investigator-- By promotion** “Since the post of Field Investigator is to be filled up 100% by promotion from amongst the computer (nomenclature to be changed as Data Entry Operator) having three years regular service in the cadre after appointment thereto, the pay band is also to the equivalent/higher from the feeding cadre i.e. Data Entry Operator “ .

**Computer/ Data Entry Operator— By direct** “as per instructions of the Chandigarh Administration, the pay scale of the post of Data Entry Operator is at par with the pay scale of the post of Clerk”.

If any officials have any objection on aforesaid amendment he/she may given in the office within 15 days from the issue of the order. The objection received after due date will not be entertained.

Amended recruitment rules for the MOH.,M.C.C. office are as under :-

1	Name of post	Additional Medical Officer of Health			
2	No. of posts	Sanctioned	Filled up	Vacant	
		01	0	1	
3	Classification of post	Group A			
4	Scale of pay	15600-39100+5400GP			
5	Whether selection post of non selection post	Selection			
6	Age for direct recruitment	Between 18 years and 38 years (Relaxable for departmental candidates in accordance with the instructions issued by the Chandigarh Administration from time to time)			
7	Educational and other qualifications required for direct.	<p><b>Essential :</b></p> <p>1. A recognized medical qualification included in the First or the Second Schedule or Part-II of the Third Schedule (other than Licentiate qualifications) to the Indian Medical Council Act, 1956. Holders of educational qualifications included in Part-II of the Third Schedule should also fulfill the conditions stipulated in Section 13(B) of the Indian Medical Council Act, 1956.</p> <p>2. Completion of compulsory rotating internship.</p> <p><b>Desirable :-</b></p> <p>Should have preferably worked in the field of preventive health for a period of three years.</p>			
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	Three year			
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment failing which by deputation.			
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Deputation:</u></b></p> <p>From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>			
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable			
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable			

1	Name of post	Superintendent Slaughter House		
2	No. of posts	01		
		Sanctioned	Filled up	Vacant
		01	01	-
3	Classification of post	Group A		
4	Scale of pay	15600-39100+5400GP		
5	Whether selection post of non selection post	Selection		
6	Age for direct recruitment	18-37 years		
7	Educational and other qualifications required for direct.	Degree in Veterinary Science and Animal Husbandry from a recognized University or equivalent.		
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	Three years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Deputation:</u></b>  From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.  <i><b>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</b></i></p>		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Superintendent Grade-II						
2	No. of posts	04 <table border="1"> <tr> <td>Sanctioned</td> <td>Filled up</td> <td>Vacant</td> </tr> <tr> <td>04</td> <td>04</td> <td>00</td> </tr> </table>	Sanctioned	Filled up	Vacant	04	04	00
Sanctioned	Filled up	Vacant						
04	04	00						
3	Classification of post	Group B						
4	Scale of pay	10300-34800+4800GP						
5	Whether selection post of non selection post	Non selection.						
6	Age for direct recruitment	Not applicable.						
7	Educational and other qualifications required for direct.	Not applicable.						
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	One year						
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.						
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the Senior Assistants having Eight years regular service in the cadre after appointment thereto.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p> <p><b><u>By deputation</u></b> <b><i>From the officials of Central Government/State Government/Union Territory Administrations holding analogous posts on regular basis and carrying the same or identical scale of pay. (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 shall ordinarily not exceed three years.)</i></b></p>						
12	If a Departmental Promotion Committee exists what is its composition.	<p>i) Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b></p> <p><b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>						
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable						

1	Name of post	Sr. Assistant		
2	No. of posts	Sanctioned	Filled up	Vacant
		12	12	0
3	Classification of post	Group B		
4	Scale of pay	10300-34800+4400GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the Clerks/Junior Assistants having five years regular service in the cadre after appointment thereto.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p> <p><b><u>By deputation</u></b> <b><i>From the officials of Central Government/State Government/Union Territory Administrations holding analogous posts on regular basis and carrying the same or identical scale of pay. (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 shall ordinarily not exceed three years.)</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b></p> <p><b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Entomologist-cum- Parasitologist		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		1	0	1
3	Classification of post	Group B		
4	Scale of pay	10300-34800+4400GP		
5	Whether selection post of non selection post	selection.		
6	Age for direct recruitment	18-37 years		
7	Educational and other qualifications required for direct.	M. Sc. In Zoology ii) Desirable – with specialization in Entomology iii) Preference shall be given to the persons having minimum one year experience from a Govt. Department/Recognized Institute		
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	3year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By deputation</u></b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Health Supervisor		
2	No. of posts	03		
		Sanctioned	Filled up	Vacant
		03	0	3
3	Classification of post	Group B		
4	Scale of pay	10300-34800+4200GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b></p> <p>From amongst the Chief Sanitary Inspectors/Supdt. Vaccinator having 3 years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation:</u></b></p> <p>From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b></p> <p><b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Chief sanitary Inspector		
2	No. of posts	07		
		Sanctioned	Filled up	Vacant
		07	7	0
3	Classification of post	Group B		
4	Scale of pay	10300-34800+4200GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b></p> <p>From amongst the Sanitary Inspectors/Meat Inspectors having 5 years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation:</u></b></p> <p>From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		



1	Name of post	Sudpt. Vaccination		
2	No. of posts	01		
		Sanctioned	Filled up	Vacant
		01	1	0
3	Classification of post	Group B		
4	Scale of pay	10300-34800+4200GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b></p> <p>From amongst the Sanitary Inspectors/Meat Inspectors having 5 years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation:</u></b></p> <p>From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	sanitary Inspector/Meat Inspector										
2	No. of posts	<table border="1"> <tr> <td>Sanctioned</td> <td>Filled up</td> <td colspan="2">Vacant</td> </tr> <tr> <td>25</td> <td>19</td> <td colspan="2">6</td> </tr> </table>			Sanctioned	Filled up	Vacant		25	19	6	
Sanctioned	Filled up	Vacant										
25	19	6										
3	Classification of post	Group B										
4	Scale of pay	10300-34800+3800GP										
5	Whether selection post of non selection post	selection.										
6	Age for direct recruitment	18-37 years										
7	Educational and other qualifications required for direct.	Graduate or its equivalent II) Sanitary Inspector Course/diploma from any recognized institute.										
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	i) 3 years in case of direct recruitment ii) one year in case of promotion										
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	i) 75% by direct recruitment failing which by deputation ii) 25% by promotion										
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p>By promotion:-s From amongst the M.P.W. having 5 years regular service in the cadre after appointment thereto as M.P.W. in Sanitation Wing of Municipal Corporation, Chandigarh and having passed Sanitary Inspector course/Diploma from any recognized institute.</p> <p><b><u>By Deputation:</u></b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>										
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH-Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b> <b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>										
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable										

1	Name of post	Steno-typist		
2	No. of posts	3		
		Sanctioned	Filled up	Vacant
		3	01	02
3	Classification of post	Group C		
4	Scale of pay	10300-34800+3200GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<b>18-37 years</b>		
7	Educational and other qualifications required for direct.	<p>Bachelor's degree from a recognized University /Institution and proficiency in operation of computer (word processing and spread sheets) and a speed of 80 words per minute in stenography (English) and speed of 20 words per minute in transcribing the same <b>on computer. No candidate shall be considered to have qualified the test, if he/she commits more than 8% mistakes.</b></p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
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	<b>Three years for direct recruitment.</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable.		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable.		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Clerk										
2	No. of posts	<table border="1"> <tr> <td>Sanctioned</td> <td>Filled up</td> <td colspan="2">Vacant</td> </tr> <tr> <td>36</td> <td>26</td> <td colspan="2">10</td> </tr> </table>			Sanctioned	Filled up	Vacant		36	26	10	
Sanctioned	Filled up	Vacant										
36	26	10										
3	Classification of post	Group C										
4	Scale of pay	10300-34800+3200GP										
5	Whether selection post of non selection post	i) Not applicable (in case of direct recruitment). ii) Non selection (in case of promotion).										
6	Age for direct recruitment	<b>18-37 years</b>										
7	Educational and other qualifications required for direct.	Bachelor's degree from a recognized University Institution and proficiency in operation of computer (word processing and spread sheets) and a speed of 35 words per minutes in English typing <b>on computer</b> .  <b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b>										
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	<b>Three years for direct recruitment.</b>										
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	i) 85% by direct recruitment. ii) 15% by promotion from Group-D employees.										
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<u><b>By promotion</b></u>  <b><i>From amongst the Group D employees having five years regular service in the cadre and possessing 10+2 educational qualification from a recognized Board/Institution and a speed of 35 words per minutes in English typing on computer and has not crossed the age of 45 years at the time of availability of post meant for Group D.</i></b>  <b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b>										
12	If a Departmental Promotion Committee exists what is its composition.	i Yes ii) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so										

		<p>ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable

1	Name of post	Driver(Heavy)		
2	No. of posts	50		
		Sanctioned	Filled up	Vacant
		50	25	25
3	Classification of post	Group C		
4	Scale of pay	5910-20200+2400 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<b>18-37 years</b>		
7	Educational and other qualifications required for direct.	<p>i) Matriculate from a recognized board /institution and possessing the qualification of Matric.</p> <p>ii) Driving license of Transport Vehicle</p> <p>iii) Five year's experience of driving a transport vehicle.</p>		
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	<b>Three years for direct recruitment.</b> <b>One year in case of promotion</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	<p>i) 75% by Direct Recruitment</p> <p>ii) 25% by Promotion</p>		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b>  From amongst the Sanitary/Beldar/Peons/Cleaners having 5 years regular service in the cadre after appointment thereto and possessing the qualifications and other criteria mentioned in column No. 8</p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i) Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b>  <b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Sanitary Jamadar		
2	No. of posts	117		
		Sanctioned	Filled up	Vacant
		117	96	21
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1400 GP		
5	Whether selection post of non selection post	<i>Non Selection.</i>		
6	Age for direct recruitment	<b>Not applicable</b>		
7	Educational and other qualifications required for direct.	Not applicable		
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	<b>One year</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by Promotion		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<b><u>By Promotion:</u></b> From amongst the Safaikaramcharies having five years regular service in the cadre after appointment thereto.		
12	If a Departmental Promotion Committee exists what is its composition.	i Yes i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)  <b>iii) Chief Accounts Officer, Member</b> <b>IV) Law Officer, M.C.C.</b>  iv) Representative of Director Social Welfare, Member.		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Head Sanitary Jamadar		
2	No. of posts	8		
		Sanctioned	Filled up	Vacant
		8	1	07
3	Classification of post	Group C		
4	Scale of pay	5910-20200+1900 GP		
5	Whether selection post of non selection post	<i>Non Selection.</i>		
6	Age for direct recruitment	<b>Not applicable</b>		
7	Educational and other qualifications required for direct.	Not applicable		
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	<b>One year</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by Promotion		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b>By promotion</b></p> <p>From amongst the Sanitary Jamadars having five Years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation :-</u></b></p> <p>From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b></p> <p><b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		



1	Name of post	Pest Control Operator		
2	No. of posts	6		
		Sanctioned	Filled up	Vacant
		6	0	06
3	Classification of post	Group C		
4	Scale of pay	5910-20200+1900 GP		
5	Whether selection post of non selection post	<i>Non Selection.</i>		
6	Age for direct recruitment	<b><i>Not applicable</i></b>		
7	Educational and other qualifications required for direct.	Not applicable		
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	<b><i>One year</i></b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by Promotion		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the Beldars/Peons having 5 years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation :</u></b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b> <b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Pound Keeper/dog Pound keeper		
2	No. of posts	2		
		Sanctioned	Filled up	Vacant
		2	1	01
3	Classification of post	Group C		
4	Scale of pay	5910-20200+1900 GP		
5	Whether selection post of non selection post	<i>Non Selection.</i>		
6	Age for direct recruitment	<b><i>Not applicable</i></b>		
7	Educational and other qualifications required for direct.	Not applicable		
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	<b><i>One year</i></b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by Promotion		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the Group 'D' employees possessing matriculation or equivalent from a recognized University/Board and having five Year regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation :</u></b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b></p> <p><b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Pharmacist		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		1	0	01
3	Classification of post	Group C		
4	Scale of pay	10300-34800+4200 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<b>18-37 years</b>		
7	Educational and other qualifications required for direct.	(a) Matric/Higher Secondary/Pre University or its equivalent with Science, Chemistry and Physics).  (b) Diploma in Pharmacy.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% direct failing which by deputation		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<b>By deputation</b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Cleaner		
2	No. of posts	5		
		Sanctioned	Filled up	Vacant
		5	1	04
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<b>18-37 years</b>		
7	Educational and other qualifications required for direct.	ITI passed or middle with three years experience in Mechanical Job from a recognized/reputed institute/organization		
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	<b>One year</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by Direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Meat Moharrar		
2	No. of posts	2		
		Sanctioned	Filled up	Vacant
		2	2	0
3	Classification of post	Group C		
4	Scale of pay	5910-20200+1900 GP		
5	Whether selection post of non selection post	<i>Non Selection.</i>		
6	Age for direct recruitment	<b>Not applicable</b>		
7	Educational and other qualifications required for direct.	Not applicable		
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	<b>One year</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by Promotion		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	By Promotion  From amongst the Peons/Sanitary Beldars possessing matriculation or equivalent from a recognized University/Board and having five Years regular service in the cadre after appointment thereto.		
12	If a Departmental Promotion Committee exists what is its composition.	i Yes i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)  <b>iii) Chief Accounts Officer, Member IV) Law Officer, M.C.C.</b>  iv) Representative of Director Social Welfare, Member.		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Multipurpose Worker		
2	No. of posts	25		
		Sanctioned	Filled up	Vacant
		25	9	16
3	Classification of post	Group C		
4	Scale of pay	10300-34800+3200GP		
5	Whether selection post of non selection post	Selection		
6	Age for direct recruitment	<b>18-37 years</b>		
7	Educational and other qualifications required for direct.	<p>Matric/Higher Secondary/Pre University or its equivalent with Science and physics and chemistry</p> <p>(ii) Diploma course of M.P.W./ANM from a recognized institute.</p> <p>iii) Having passed Sanitary Inspector course/diploma from any recognized institute will be preferred.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
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	<p><b><i>Three years for direct recruitment.</i></b></p> <p><b><i>One years in case of promotion</i></b></p>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	<p>iii) 75% by direct recruitment.</p> <p>iv) 25% by promotion from Group-D employees.</p>		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b></p> <p>From amongst Group 'D' employees and Safaikaramcharies having 5 Years regular service and having passed Matric/Higher Sec./Pre University/+2 or its equivalent with Science (chemistry and Physics) and diploma/course of Multi Purpose Worker/ANM)</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of</p>		

		MOH- Chairman) <b>iii) Chief Accounts Officer, Member</b> <b>IV) Law Officer, M.C.C.</b> iv) Representative of Director Social Welfare, Member.
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable

1	Name of post	Daftri		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		1	1	0
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Non Selection.</i>		
6	Age for direct recruitment	<i>Not applicable</i>		
7	Educational and other qualifications required for direct.	<i>Not applicable</i>		
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	<b>One year</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b></p> <p>From amongst the Peons having five years regular service in the cadre after appointment thereto.</p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>i Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p><b>iii) Chief Accounts Officer, Member</b></p> <p><b>IV) Law Officer, M.C.C.</b></p> <p>iv) Representative of Director Social Welfare, Member.</p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		



1	Name of post	Peon		
2	No. of posts	13		
		Sanctioned	Filled up	Vacant
		13	5	8
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Chowkidar		
2	No. of posts	7		
		Sanctioned	Filled up	Vacant
		7	1	6
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Mashki		
2	No. of posts	4		
		Sanctioned	Filled up	Vacant
		4	3	1
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Sweeper-cum-Chowkidar		
2	No. of posts	3		
		Sanctioned	Filled up	Vacant
		3	0	3
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Cartsman		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		1	1	0
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Sewerman		
2	No. of posts	6		
		Sanctioned	Filled up	Vacant
		6	2	4
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Sanitary Beldar		
2	No. of posts	50		
		Sanctioned	Filled up	Vacant
		50	3	47
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Gangman		
2	No. of posts	6		
		Sanctioned	Filled up	Vacant
		06	0	6
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		



1	Name of post	Process Server		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		01	0	1
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Safaikaramcharie		
2	No. of posts	1650		
		Sanctioned	Filled up	Vacant
		1650	897	753
3	Classification of post	Group D		
4	Scale of pay	4900-10680+1650 GP		
5	Whether selection post of non selection post	<i>Selection.</i>		
6	Age for direct recruitment	<i>18-37 years</i>		
7	Educational and other qualifications required for direct.	Possesses the minimum qualification of Middle Standard and such other additional qualifications and experience as may be required for the post to be specified by the Municipal Corporation.		
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	<b>3 years</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Statistical Assistant		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		1	0	1
3	Classification of post	Group B		
4	Scale of pay	10300-34800+5000GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the Jr. Statistical Nosologists /Superintendent (Statics)/Assistant Statisticians in the department having eight years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation:</u></b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years. <b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p>iii) Chief Accounts Officer, Member IV) Law <b>Officer, M.C.C.</b></p> <p><b>iv) Representative of Director Social Welfare, Member.</b></p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Statistical Nosologist		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		1	0	1
3	Classification of post	Group B		
4	Scale of pay	10300-34800+5000GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the Jr. Statistical Nosologists /Superintendent (Statics)/Assistant Statisticians in the department having eight years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation:</u></b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years. <b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p>iii) Chief Accounts Officer, Member IV) Law <b>Officer, M.C.C.</b></p> <p><b>iv) Representative of Director Social Welfare, Member.</b></p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Junior Statistical Nosologist		
2	No. of posts	Sanctioned	Filled up	Vacant
		1	0	1
3	Classification of post	Group B		
4	Scale of pay	10300-34800+4800GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the feeding cadre of Statistical Assistants having seven years regular service in the cadre. Preference will be given to those who have worked for hospital statistics for one year or the work of medical certificate of cause of death in the inter national form.</p> <p><b><u>By Deputation:</u></b> From amongst the officials of Punjab/Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p>ii) Chief Accounts Officer, Member</p> <p>iii) Law <b>Officer, M.C.C.</b></p> <p><b>IV) Representative of Director Social Welfare, Member.</b></p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Statistical Assistant		
2	No. of posts	2		
		Sanctioned	Filled up	Vacant
		2	1	1
3	Classification of post	Group B		
4	Scale of pay	10300-34800+4400GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b> From amongst the feeding cadre of Field Investigators/ Junior Statistical Assistants having at least five years regular service in the cadre after appointment thereto.</p> <p><b><u>By Deputation:</u></b> From amongst the officials of Punjab/ Haryana State Govts. /Union Territory, Chandigarh holding analogous post having 5 years regular service in the cadre. The deputation period should not exceed 3 years.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p>ii) Chief Accounts Officer, Member</p> <p>iii) Law <b>Officer, M.C.C.</b></p> <p><b>iv) Representative of Director Social Welfare, Member.</b></p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Field Investigator		
2	No. of posts	1		
		Sanctioned	Filled up	Vacant
		1	1	0
3	Classification of post	Group C		
4	Scale of pay	10300-34800+3600GP		
5	Whether selection post of non selection post	Non selection.		
6	Age for direct recruitment	Not applicable.		
7	Educational and other qualifications required for direct.	Not applicable.		
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	One year		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by promotion, failing which by deputation.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	<p><b><u>By Promotion:</u></b></p> <p>From amongst the Data Entry Operator having three years regular service in the cadre after appointment thereto.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
12	If a Departmental Promotion Committee exists what is its composition.	<p>Yes</p> <p>i) Spl. Commissioner /Additional commissioner, /Joint Commissioner/ Assistant Commissioner, Member who so ever is designated as Head of office of MOH- Chairman)</p> <p>iii) Chief Accounts Officer, Member</p> <p>IV) Law <b>Officer, M.C.C.</b></p> <p><b>iv) Representative of Director Social Welfare, Member.</b></p>		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		

1	Name of post	Data Entry Operator		
2	No. of posts	02		
		Sanctioned	Filled up	Vacant
		02	0	2
3	Classification of post	Group C		
4	Scale of pay	<b>Rs. 10300-34800+3200 GP</b>		
5	Whether selection post of non selection post	Selection		
6	Age for direct recruitment	<b>18-37 yrs.</b>		
7	Educational and other qualifications required for direct.	<p>i) Graduate from a recognized institution</p> <p>ii) Data Entry Course of one year from a recognized institution having one year experience as Data Entry Operator.</p> <p>iii) Should possess a speed of not less than 8000 keys depressions per hour for data entry work.</p> <p><b><i>The basic ICT skills training from the prescribed Institute of Chd. Admn. may also be added as per instructions of Chd. Admn. letter no. 28/69-IH(12)-2018/16687 dated 8.8.2018.</i></b></p>		
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	<b>Three years in case of direct recruitment.</b>		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods.	100% by direct recruitment.		
11	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer is to be made.	Not applicable.		
12	If a Departmental Promotion Committee exists what is its composition.	Not applicable		
13	Circumstances in which UPSC is to be consulted in Making direct recruitment.	Not applicable		