

CENTRALISED ACCIDENT & TRAUMA SERVICES (CATS)

(An Autonomous Body of Govt. of NCT of Delhi)

Yamuna Pusta, Bela Road, Near Vijay Ghat, New Delhi – 110006

No.F.I/439/CATS/2012/

Date: _____

RECRUITMENT OF STAFF FOR CATS AMBULANCE

Applications are invited on prescribed form for the following posts, on contract basis, under the **Delhi State Health Mission, initially for a period of eleven (11) months** (extendable by 11 months at a time):

| S.No. | Name of post | General | SC | ST | OBC | Total |
|-------|---------------------|---------|----|----|-----|-------|
| 1 | Ambulance Paramedic | 85 | 51 | 12 | 73 | 221 |
| 2 | Ambulance Driver | 85 | 24 | 24 | 44 | 177 |

(The number of posts may vary as per the actual requirement at the time of recruitment)

Reservation: Reservation for various categories such as SC, ST, OBC, etc. will be as per existing government policy.

Qualifications:

a) **Ambulance Paramedic**

Diploma in GNM or Pre Hospital Trauma Technician (PTT) course approved by GOI

b) **Ambulance Driver**

Matriculation with valid driving license for LMV (Commercial)

Emoluments:

A. Ambulance Paramedic - Rs. 15,000/- per month (consolidated)

B. Ambulance Driver - Rs. 11,000/- per month (consolidated)

Performance/skill based incentive may be provided as per prevalent scheme.

Application Fee (non refundable): Rs.200/- for General and OBC category Candidates and Rs.50/- for SC/ST category candidates. Fee must be submitted in the form of Demand Draft/ Pay Order payable in Delhi/New Delhi in favour of **Centralised Accident & Trauma Services (CATS)**.

Application Form:

The application form and other details can be downloaded from website:

http://www.delhi.gov.in/wps/wcm/connect/DoIT_Health/health/home/

For any query please contact : 011-23860524/28/31 or catsambulance@yahoo.com

Submission of Application Form: The duly filled application forms for above posts (**Form-1 for Ambulance Paramedic and Form-2 for Ambulance Driver**) along with requisite documents and application fee must be submitted by post or by hand at CATS (HQ) at Bela Road, Near Vijay Ghat, Yamuna Pusta, Delhi- 110006 **on or before 31.01.2013 (4.00 PM)**. CATS shall not be responsible for any postal delay/loss.

Date & time for selection test will be notified separately.


Project Director
(CATS)

10. Details of Educational Qualifications (starting from Class 10th onwards)

| Examination Passed | Subjects | Board/ University | Year of Passing | Percentage of marks | Division |
|--------------------|----------|-------------------|-----------------|---------------------|----------|
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- 11. Whether any inquiry/investigation, case, departmental or other proceeding in relation to any official case of Criminal Offence or allegation of moral turpitude have been initiated / pending and or the applicant has been convicted/held guilty by any court or Authority in this behalf - YES / NO.**

If the answer is Yes, then attach the appropriate details/documents. _____

- 12. Application fee - Demand Draft / Pay Order in Favour of “Centralised Accident & Trauma Services (CATS)” payable at Delhi/New Delhi)**

| DD/Pay Order No. | Date of Issue | Name of Bank | Address of Issuing Branch | Branch Code | Amount (Rs.) |
|------------------|---------------|--------------|---------------------------|-------------|--------------|
| | | | | | |

(Candidate should write name, date of birth, address and post applied for in capital letters, on the reverse side of the Demand Draft)

- 13. Permanent Address and Photograph (Attested):**

| | | |
|------------------------|---|--|
| Name | : | |
| Father's/Husband Name: | | |
| Address | : | |
| City/District | : | |
| State | : | Pin Code <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |

Please affix one recent Passport size Photograph

(duly attested by a Gazetted Officer)

Signature of Candidate _____

DECLARATION TO BE SIGNED BY THE CANDIDATE

- 1) I have not submitted any other application for this **appointment on contract basis**. I am aware that if I contravene this rule, my application will be rejected summarily.
- 2) I have read the terms of employment carefully and I hereby undertake to abide by them.
- 3) I further declare that I fulfil all the prescribed conditions of eligibility regarding age, educational qualifications, etc.
- 4) I have enclosed self attested photocopies of certificates in support of my claim for Educational and other qualifications, age, category (SC/ST/OBC) and age relaxation.
- 5) I also declare that I have never been convicted by any court of law.
- 6) I also declare that I do not belong to creamy layer section of persons of OBC as mentioned in G.O.I, Deptt. of Personnel and Training O.M. No.36033/3/2004-Estt. (Res) dated 14.10.2008. **(Strike out if candidate does not belong to OBC)*
- 7) I hereby further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed /false or incorrect or ineligibility being detected before or after the examination for the post applied for, my candidature / appointment is liable to be cancelled / rejected at any stage.
- 8) I understand that in case I am selected, my employment shall be contractual which shall be governed by the terms and conditions of the said contract only.
- 9) In case my application is not received by CATS within the stipulated date due to postal delay or otherwise, CATS will not be responsible for such delay.

Place:

Date:

(Signature in running handwriting)

Name of Candidate: _____

NOTE: DOCUMENTS TO BE ENCLOSED

1. Self attested copies in support of Education Qualifications mentioned in the Application Form
2. Self attested copies in support of Date of Birth
3. Self attested copy of Caste Certificate, if applicable
4. Application fee in the form of Demand Draft/Pay Order for Rs. 200/- for General & OBC Candidates AND Rs. 50/- for SC and ST Candidates.

The candidates are advised to retain a photocopy of the complete application form along with copy of demand draft/pay order, which may be required for future reference

INSTRUCTIONS FOR FILLING UP THE APPLICATION FORM

(Note: The instructions are numbered in accordance with the information sought in the Application Form.)

1. **Name:** Please fill up your name in the order: First Name, Middle Name (If exists) & then Surname. Please do not add "Dr/Shri/Smt/Ms./Km"
2. **Father Name:** Please fill up your Father's name in the same manner as in the case of your name.
3. **Mother's Name:** Please fill up your Mother's name in the same manner as in the case of your name.
4. **Date of Birth:** Please write your actual date of birth as recorded in your Matriculation Certificate or its equivalent certificate.
5. **Age as on 01.01.2013:** Please write your age as on 01.01.2013 (Years/Months/Days)
6. **Category:** Please tick mark (✓) the appropriate box [General, OBC, SC or ST]
7. **Citizenship (Indian/Others):** Please tick mark (✓) the appropriate box.
8. **Gender (Male/Female):** Please tick mark (✓) the appropriate box.
9. **Candidate's Address for Communication:** Please write your Name, Father's/Husband's Name, Address, City/District, State, Pin Code clearly in CAPITAL LETTERS. Please properly paste (do not staple) your recent good quality passport (not earlier than 4 months) size (4 cm x 5 cm) unattested photograph and also sign within the given box on the application form.
10. **Details of Educational Qualification:** Please fill-up your educational qualification from 10th standard onwards.
11. **Column:** Please tick the appropriate one **Yes/No**. If the answer is Yes, then attach the appropriate details/documents.
12. **Application Fee:** The applicable application fee of Rs. 200/- for General & OBC Candidates AND Rs. 50/- for SC/ST Candidates is to be paid by the candidates in the form of Demand Draft/Pay Order in favour of "Centralised Accident & Trauma Services (CATS), payable at Delhi/New Delhi. Please indicate the DD/Pay Order No., Date of Issue, Name and Address of Bank, Branch Code and Amount in the appropriate column.
13. **Permanent Address and Photograph:** Please properly paste (do not staple) your recent good quality passport (not earlier than 4 months) size (4 cm x 5 cm) attested photograph within the given box on the application form. Please also sign in the Signature of Candidate.
14. Unsigned and incomplete applications will be summarily rejected.
15. Application forms, complete in all respect with enclosures, should be sent by post or by hand in a closed cover/envelope (*preferably in A4 Size envelope*) with a superscription on the cover "**FORM-1: APPLICATION FOR THE POST OF AMBULANCE PARAMEDIC**" at the following address **on or before 31st January 2013**.

Centralised Accident & Trauma Services (HQ) - CATS
Bela Road, Near Vijay Ghat, Yamuna Pusta
Delhi- 110006

ELIGIBILITY CRITERIA FOR THE POST OF AMBULANCE PARAMEDIC

(a) Qualifications:

Passed Diploma in General Nursing and Midwifery (GNM) recognized by State Nursing Council as on 01/01/2013.

(OR)

Passed 10 + 2 with Certification Course for Pre-Hospital Trauma Technician (PTT) approved by Government of India as on 01/01/2013.

(The selected candidates have to successfully complete training for Basic Life Support Techniques and Wireless Communication Skills).

(b) Age Limit

18 to 35 Years as on 01/01/2013. Upper age limit is relaxable by 05 Years for SC/ST Candidates, 03 Years for OBC Candidates and 10 Years for Physically Handicapped Candidates.

(c) Selection Criteria:

The selection criteria would be written examination followed by interview/simulator test. The written examination and the interview/simulator test would be held at Delhi only for which candidates, if called shall have to attend at their own expenses.

(d) Emoluments:

Rs. 15,000/- (Rupees Fifteen Thousand only) Per Month (consolidated). Performance/skill based incentive may be provided as per relevant scheme.

(e) Reservation:

As per Government Policy.

Terms of employment for the post of Ambulance Paramedic

1. The contractual appointment is initially for a period of 11 months (extendable by 11 months). The Contract can be extended or terminated as deemed fit by competent authority as per requirement.
2. During the contract period consolidated monthly remuneration of Rs.15000/- (Rupees Fifteen Thousand only) will be paid by the employer to the employee against the services rendered by him/her. Performance/skill based incentive may be provided as per prevalent scheme. However, for any unauthorized absence from duties by the employee, pro-rata salary will be deducted by the employer.
3. The candidate appointed on contract basis shall not have any claim for regular appointment.
4. No other allowances or facilities, as available to regular employees, shall be payable to the person engaged on contract basis.
5. The selected candidates have to successfully complete a training held by the employer for Basic Life Support Techniques, wireless communication skills. Only after successful completion of training, the candidate will be eligible for joining the contractual appointment.
6. The duty of Ambulance Paramedic shall be, inter alia,
 - a. To reach the site upon information/direction received, assess patient/accident victims, lift & transport victim to the ambulance;
 - b. To provide necessary basic stabilization for the patient till the patient/accident victim gets transported to the nearest appropriate health facility;
 - c. To communicate condition of patient and site to the Control Room through wireless;
 - d. To maintain the patient call records and get it verified/countersigned by the emergency department doctor or patient/patient kin as appropriate.
 - e. He/she will be overall in-charge of ambulance concerned and shall keep records of consumable and non consumable items pertaining to the ambulance and patients;
 - f. Works in Control Room or CATS HQ or Office;
 - g. Work under overall supervision & direction of their supervisory and controlling officer.
 - h. Any other relevant duties assigned by CATS from time to time.
7. Normal duty hour shall be 12 hours shifts followed by 24 hours rest on round the clock basis, without any weekly off or gazette/public holiday.
8. The employee shall have to perform as per the performance benchmarks/standards prescribed by the employer. In any case, the performance shall not be compared with relative performance of any other CATS/contractual staff.
9. Any unauthorized absence from duty for more than three consecutive days would be sufficient ground for the employer to terminate the contract.

10. The posting shall be within the National Capital Territory of Delhi. However, in the case of Disaster or Calamity or Emergency situations, the contractual employee may be directed to perform duties anywhere in India irrespective of his/her place of assigned duties.
11. This contractual appointment will be subject to checking and verification of Educational Certificates, caste certificate, etc. as per requirement of Recruitment Rules; Medical Fitness; successfully passing the requisite Training; and no adverse report received after verification of their character and antecedents from the local police. The information furnished by the applicant, if found incorrect/false at any stage, the contract shall be terminated without any notice, apart from any legal action as per law.
12. The contractual candidate shall wear the specified uniform, while on duty provided by employer.
13. The contract can be terminated by the employer during the period of the agreement without assigning any reason by giving one month remuneration. The contract is also terminable by candidate before the expiry of the period of engagement by giving one month's notice or deposit/payment of one month's remuneration. However, the condition of one month remuneration shall not be applicable, if the agreement is terminated by the employer for misconduct/ misbehavior / negligence in duties by the employee.
14. In case of accidents/court case, the contractual candidate shall arrange for his/her surety as well as for his/her bail in case of his/her arrest. No wages shall be payable for the period under arrest and CATS reserves the right to decide whether the said contractual employee will be allowed to continue in contract employment or not.
15. The terms and conditions of employment shall be governed by the contract Agreement only and no parity can be claimed with the regular employees of CATS/or any other department.
16. The candidate, having been engaged on contract, shall not be entitled for any residential accommodation.
17. Leave admissibility to the Employee during the contract period will be as follows:
 - i) Leave will be granted @ two and a half days per month of each completed calendar month. No other kind of leave is admissible. The leave may be carried over to the next month in case it is not availed in the month it accrued. The employee shall proceed on leave only after approval of competent authority.
 - ii) Leave shall be granted subject to feasibility.
 - iii) Maternity leave as admissible in Maternity Benefit Act 1961.
18. He/she will not be entitled to any TA for joining the appointment.
19. The candidate will not be entitled to any other financial benefits viz. Allowances, perks, bonus, medical reimbursement etc. other than monthly remuneration (tax will be deducted at source, if necessary) as mentioned above.

10. Details of Educational Qualifications (starting from Class 10th onwards)

| Examination Passed | Subjects | Board/ University | Year of Passing | Percentage of marks | Division |
|--------------------|----------|-------------------|-----------------|---------------------|----------|
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11. (a) Driving Licence No. _____

(b) Valid for Driving LMV (Commercial) Yes / No

(c) Date of Issue: _____ Valid upto (Date of Expiry) _____

(d) Issuing Authority: _____

12. Whether any inquiry/investigation, case, departmental or other proceeding in relation to any official case of Criminal Offence or allegation of moral turpitude have been initiated / pending and or the applicant has been convicted/held guilty by any court or Authority in this behalf - YES / NO.

If the answer is Yes, then attach the appropriate details/documents. _____

13. Application fee - Demand Draft / Pay Order in Favour of “Centralised Accident & Trauma Services (CATS)” payable at Delhi/New Delhi)

| DD/Pay Order No. | Date of Issue | Name of Bank | Address of Issuing Branch | Branch Code | Amount (Rs.) |
|------------------|---------------|--------------|---------------------------|-------------|--------------|
| | | | | | |

(Candidate should write name, date of birth, address and post applied for in capital letters, on the reverse side of the Demand Draft)

14. Permanent Address and Photograph (Attested):

| | | |
|------------------------|---|--|
| Name | : | |
| Father's/Husband Name: | | |
| Address | : | |
| City/District | : | |
| State | : | Pin Code <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |

| |
|---|
| <p>Please affix one recent Passport size Photograph</p> <p>(duly attested by a Gazetted Officer)</p> |
|---|

Signature of Candidate _____

DECLARATION TO BE SIGNED BY THE CANDIDATE

- 1) I have not submitted any other application for this **appointment on contract basis**. I am aware that if I contravene this rule, my application will be rejected summarily.
- 2) I have read the terms of employment carefully and I hereby undertake to abide by them.
- 3) I further declare that I fulfil all the prescribed conditions of eligibility regarding age, educational qualifications, etc.
- 4) I have enclosed self attested photocopies of certificates in support of my claim for Educational and other qualifications, age, category (SC/ST/OBC) and age relaxation.
- 5) I also declare that I have never been convicted by any court of law.
- 6) I also declare that I do not belong to creamy layer section of persons of OBC as mentioned in G.O.I, Deptt. of Personnel and Training O.M. No.36033/3/2004-Estt. (Res) dated 14.10.2008. **(Strike out if candidate does not belong to OBC)*
- 7) I hereby further declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed /false or incorrect or ineligibility being detected before or after the examination for the post applied for, my candidature / appointment is liable to be cancelled / rejected at any stage.
- 8) I understand that in case I am selected, my employment shall be contractual which shall be governed by the terms and conditions of the said contract only.
- 9) In case my application is not received by CATS within the stipulated date due to postal delay or otherwise, CATS will not be responsible for such delay.

Place:

Date:

(Signature in running handwriting)

Name of Candidate: _____

NOTE: DOCUMENTS TO BE ENCLOSED

1. Self attested copies in support of Education Qualifications mentioned in the Application Form
2. Self attested copies in support of Date of Birth
3. Self attested copy of Caste Certificate, if applicable
4. Self attested copy of Valid Commercial Driving Licence.
5. Application fee in the form of Demand Draft/Pay Order for Rs. 200/- for General & OBC Candidates AND Rs. 50/- for SC and ST Candidates.

The candidates are advised to retain a photocopy of the complete application form along with copy of demand draft/pay order, which may be required for future reference

INSTRUCTIONS FOR FILLING UP THE APPLICATION FORM

(Note: The instructions are numbered in accordance with the information sought in the Application Form.)

1. **Name:** Please fill up your name in the order: First Name, Middle Name (If exists) & then Surname. Please do no add “Dr/Shri/Smt/Ms./Km”
2. **Father Name:** Please fill up your Father’s name in the same manner as in the case of your name.
3. **Mother’s Name:** Please fill up your Mother’s name in the same manner as in the case of your name.
4. **Date of Birth:** Please write your actual date of birth as recorded in your Matriculation Certificate or its equivalent certificate.
5. **Age as on 01.01.2013:** Please write your age as on 01.01.2013 (Years/Months/Days)
6. **Category:** Please tick mark (✓) the appropriate box [General, OBC, SC or ST]
7. **Citizenship (Indian/Others):** Please tick mark (✓) the appropriate box.
8. **Gender (Male/Female):** Please tick mark (✓) the appropriate box.
9. **Candidate’s Address for Communication:** Please write your Name, Father’s/Husband’s Name, Address, City/District, State, Pin Code clearly in CAPITAL LETTERS. Please properly paste (do not staple) your recent good quality passport (not earlier than 4 months) size (4 cm x 5 cm) unattested photograph and also sign within the given box on the application form.
10. **Details of Educational Qualification:** Please fill-up your educational qualification from 10th standard onwards.
11. **Driving Licence Details:** Please fill-up the details about the Driving Licence and also enclose the clear self-attested photocopy of the same.
12. **Column:** Please tick the appropriate one **Yes/No:** If the answer is Yes, then attach the appropriate details/documents.
13. **Application Fee:** The applicable application fee of Rs. 200/- for General & OBC Candidates AND Rs. 50/- for SC/ST Candidates is to be paid by the candidates in the form of Demand Draft/Pay Order in favour of “Centralised Accident & Trauma Services (CATS), payable at Delhi/New Delhi. Please indicate the DD/Pay Order No., Date of Issue, Name and Address of Bank, Branch Code and Amount in the appropriate column.
14. **Permanent Address and Photograph:** Please properly paste (do not staple) your recent good quality passport (not earlier than 4 months) size (4 cm x 5 cm) **attested photograph** within the given box on the application form. Please also sign in the Signature of Candidate.
15. Unsigned and incomplete applications will be summarily rejected.
16. Application forms, complete in all respect with enclosures, should be sent by post or by hand in a closed cover/envelope (*preferably in A4 Size envelope*) with a superscription on the cover “**FORM-2: APPLICATION FOR THE POST OF AMBULANCE DRIVER**” at the following address **on or before 31st January 2013:**

Centralised Accident & Trauma Services (HQ) - CATS
Bela Road, Near Vijay Ghat, Yamuna Pusta
Delhi- 110006

ELIGIBILITY CRITERIA FOR THE POST OF AMBULANCE DRIVER

(a) Qualifications:

- 1) Passed Matriculation or its equivalent from a recognized Board / University
- 2) Having valid Driving Licence for Light Motor Vehicle (Commercial) as on 01/01/2013.

(b) Age Limit

18 to 35 Years as on 01/01/2013. Upper age limit is relaxable by 05 Years for SC/ST Candidates and 03 Years for OBC Candidates.

(c) Selection Criteria:

The selection criteria would be skill test and interview. The skill test and the interview would be held at Delhi only for which candidates, if called shall have to attend at their own expenses.

(d) Emoluments:

Rs. 11,000/- (Rupees Eleven Thousand only) Per Month (consolidated).
Performance/skill based incentive may be provided as per relevant scheme.

(e) Reservation:

As per Government Policy

Terms of employment for the post of Ambulance Driver

1. The contractual appointment is initially for a period of 11 months (extendable by 11 months). The Contract can be extended or terminated as deemed fit by competent authority as per requirement.
2. During the contract period consolidated monthly remuneration of Rs.11000/- (Rupees Eleven Thousand only) will be paid by the employer to the employee against the services rendered by him/her. Performance/skill based incentive may be provided as per prevalent scheme. However, for any unauthorized absence from duties by the employee, pro-rata salary will be deducted by the employer.
3. The candidate appointed on contract basis shall not have any claim for regular appointment.
4. No other allowances or facilities as available to regular employees, shall be payable to the person engaged on contract basis.
5. The selected candidate has to successfully complete a training held by the employer for Basic First Aid Technique, driving skill test and wireless communication as per the requirement of the job. Only after successful completion of training, the candidate will be eligible for joining the contractual appointment.
6. The duties of ambulance driver shall be inter alia
 - a) Driving the ambulance vehicle and providing assistance to Asst. Amb. Officer /Amb. Paramedic at the site of emergency;
 - b) Communicate with CATS Control Room as and when necessary;
 - c) Ambulance driver shall also keep the ambulance clean and fit for daily use;
 - d) He/she will perform duties under overall command of Asst. Amb. Officer/ Ambulance Paramedic and or his supervisory officer;
 - e) Maintain vehicle record and get countersigned by competent authority;
 - f) Works as assigned in Control Room or CATS HQ or Office.
7. Normal duty hour shall be 12 hours shifts followed by 24 hours rest on round the clock basis, without any weekly off or gazette/public holiday.
8. The employee shall have to perform as per the performance benchmarks/standards prescribed by the employer. In any case, the performance shall not be compared with relative performance of any other CATS/contractual staff.
9. Any unauthorized absence from duty for more than three consecutive days would be sufficient ground for the employer to terminate the contract.
10. The posting shall be within the National Capital Territory of Delhi. However, in the case of Disaster or Calamity or Emergency situations, the contractual employee may be directed to perform duties anywhere in India irrespective of his/her place of assigned duties.

11. This contractual appointment will be subject to checking and verification of Educational Certificates, caste certificate, etc. as per requirement of Recruitment Rules; Medical Fitness; successfully passing the requisite Training; and no adverse report received after verification of their character and antecedents from the local police. The information furnished by the applicant, if found incorrect/false at any stage, the contract shall be terminated without any notice, apart from any legal action as per law.
12. The contractual candidate shall wear the specified uniform, while on duty provided by employer.
13. The contract can be terminated by the employer during the period of the agreement without assigning any reason by giving one month remuneration. The contract is also terminable by candidate before the expiry of the period of engagement by giving one month's notice or deposit/payment of one month's remuneration. However, the condition of one month remuneration shall not be applicable, if the agreement is terminated by the employer for misconduct/ misbehavior / negligence in duties by the employee.
14. In case of accidents/court case, the contractual candidate shall arrange for his/her surety as well as for his/her bail in case of his/her arrest. No wages shall be payable for the period under arrest and CATS reserves the right to decide whether the said contractual employee will be allowed to continue in contract employment or not.
15. The terms and conditions of employment shall be governed by the contract Agreement only and no parity can be claimed with the regular employees of CATS/or any other department.
16. The candidate, having been engaged on contract, shall not be entitled for any residential accommodation.
17. Leave admissibility to the Employee during the contract period will be as follows:
 - a. Leave will be granted @ two and a half days per month of each completed calendar month. No other kind of leave is admissible. The leave may be carried over to the next month in case it is not availed in the month it accrued. The employee shall proceed on leave only after approval of competent authority.
 - b. Leave shall be granted subject to feasibility.
 - c. Maternity leave as admissible in Maternity Benefit Act 1961.
18. He/she will not be entitled to any TA for joining the appointment.
19. The candidate will not be entitled to any other financial benefits viz. Allowances, perks, bonus, medical reimbursement etc. other than monthly remuneration (tax will be deducted at source, if necessary) as mentioned above.