

**GOVT. OF NCT OF DELHI**  
**OFFICE OF THE MEDICAL DIRECTOR**  
**GURU TEG BAHADUR HOSPITAL**  
**DILSHAD GARDEN, DELHI-110095**

No.F.1-5(8)/JR/E-I/GTBH/2025/1055-71

Dated: 28/05/2025

**MEMORANDUM**

**Sub: Offer letter for engagement to the post of Junior Resident on Ad-hoc basis**

On the recommendations of the Selection Board constituted for engagement of Junior Residents (MBBS) based on interviews conducted on 23.05.2025 in this hospital, the Medical Director, GTB Hospital, GNCTD, is pleased to offer of engagement to post of Junior Residents (MBBS) on ad-hoc & emergent basis for a maximum period of 44 days or till joining of new Junior Residents (MBBS) on regular basis, whichever is earlier in r/o following doctors in the Pay Level-10 of Rs.56,100+NPA+other allowances as admissible under the rules as per the terms and conditions mentioned below:-

SR. NO.	NAME OF THE DOCTORS	DOB (DD/MM/YY)	CATEGORY
1.	DR. SUMIT KUMAR SINGH	21-09-1998	UR
2.	DR. SHUBHRAJ SINGH	08-01-1996	UR
3.	DR. ANEET MODAK	21-09-2000	UR
4.	DR. PRAGYA MITRA	14-09-2000	UR
5.	DR. MUSHRAN	30-04-1998	UR
6.	DR. AKHIL SHARMA	10-09-1998	UR
7.	DR. KRITI RAGHAV	21-10-2000	UR
8.	DR. SHIPRA MIGLANI	20-05-1999	UR
9.	DR. MD REHAN AKHTAR	08-01-1995	EWS
10.	DR. AJAY	06-07-1998	UR
11.	DR. AFZAL MAHMOOD	15-11-1996	EWS
12.	DR. SHUBHAM JAIN	18-10-1999	UR
13.	DR. ADIL AFTAB	20-04-2000	UR
14.	DR. MD KABIR ALAM	12-08-1994	EWS
15.	DR. VISHAL	04-06-1997	UR
16.	DR. SACHIN KUMAR MISHRA	05-04-1999	UR
17.	DR. SAIDULLAH ANSARI	02-01-1999	UR
18.	DR. ANUJ TRIPATHI	29-11-1997	UR
19.	DR. SHUBHAM RAI	21-08-1999	UR
20.	DR. DEBLINA BORA	09-11-2000	UR
21.	DR. FARID AALAM	26-08-1998	UR
22.	DR. RITU HALDER	09-02-1998	SC
23.	DR. KAMLESH SINGH GURJAR	18-10-1995	UR
24.	DR. BHUPENDRA SINGH	21-07-1994	SC
25.	DR. DEEKSHA JHAJHARIA	20-05-2000	UR
26.	DR. ASHISH SHARMA	07-02-1997	UR
27.	DR. ANAM FATIMA	26-06-1998	OBC(D)
28.	DR. SHIVAM VASHISTH	02-02-1999	EWS
29.	DR. SACHIN SHARMA	04-03-2000	UR
30.	DR. PIYUSH PANWAR	14-02-1995	UR
31.	DR. MUHAMMAD MAAZ	23-08-1997	UR
32.	DR. SAAD ANSARI	08-08-2000	UR
33.	DR. ANKUR CHOUDHARY	02-11-1995	OBC(D)
34.	DR. ASIF	17-09-1998	UR

**Terms & Conditions:-**

- Tenure:** The initial engagement is for 44 days, which can be extended for further 44 days by giving one day break after receiving written request from the concerned doctor, which should be duly recommended & forwarded by the concerned HOD. The maximum tenure of Junior Resident Post is 01 year including the previous tenure served in any Govt. Hospital/institute/Organization. The ad-hoc appointment may be terminated earlier on the joining of Junior Residents on regular basis.

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2. **Pay & Allowances:** Rs.56100 + NPA + other allowances in Pay Level-10.
3. **House Rent Allowance:** Application for hostel accommodation is optional. The selected candidates may submit application for the hostel accommodation immediately after their joining, if required. The entitlement for H.R.A. will be as per Govt. Rules. Not abiding by rules and regulation as contained in the allotment letter of hostel accommodation may lead to serious penalty and may cause termination of appointment also.
4. **Past Experience:** The period of service rendered as Junior Resident in Govt. Hospitals/Autonomous Bodies funded by the Govt. prior to this appointment, if any, will be counted while reckoning the tenure as Junior Resident. An undertaking in this regard may be furnished in acceptance letter along with documents proof.
5. **Private Practice:** The Private Practice of any kind whatsoever is strictly prohibited. Besides these, candidates will not work simultaneously as Junior Resident in any other hospital. Breach of this condition will result in termination of appointment.
6. **Medical Examination:** The candidates are hereby directed to appear before the Staff Physician for medical examination within 4 working days of issuance of offer letter. They should report to office of Staff Physician (Room No. 139, 1<sup>st</sup> floor, GTB Hospital) before 09:00 AM on any working day overnight fasting with four photographs.
7. **Security:** He/she will be required to deposit hostel security before he/she is allotted the hostel accommodation. The same is refundable.
8. **Registration:** The candidate must be registered with Delhi Medical Council and he/she is required to submit a copy of the same.
9. **Discipline:** He/she will have to wear white coat on duty with the name badge.
10. **Experience Certificate:** Experience Certificate of Junior Residency will only be issued after the vacation of Hostel and submission of No dues certificate from all concerned along with leave record.
11. **Residency Scheme:** He/she will work under residency scheme applicable to him/her from time to time.
12. **Leave Entitlement:** The leave admissible to the Junior Residents will be 2½ days paid leave for 01 month of service rendered by them and not exceeding to 3½ days of leave for 44 days. They will not be allowed any other kind of leave. In case of continuous absence for more than 07 days without information to the HOD, the appointment shall be terminated without assigning any reason. No salary will be paid for any kind of unauthorized absence from duty even by the name of strike.
13. **The appointment will be further subject to:**
  - (a) The production of fitness certificate from the Staff Physician, GTBH.
14. **Other condition of service will be governed by relevant rules and orders from time to time:**

If any declaration given or information furnished by him/her found to be false or if he/she is found to have wilfully suppressed any material, facts/information he/she is liable to be removed from service and such other action as Govt. may deemed necessary. He/she is hereby informed that he/she should convey his/her written acceptance in this office within 10 days issue of this letter failing which it will be construed that he/she is not interested to this offer and the same will be treated as cancelled and no further correspondence will be entertained in this regard.
15. **Resignation/Termination/No further extension:**
  - I. The candidate is required to give 07 days prior notice for resignation, otherwise 07 days salary may be deposited in lieu of the prior notice.
  - II. In case, further extension after 44 days is not required, the same may be informed 07 days before the last day of tenure, otherwise 07 days salary may be deposited in lieu of the prior notice.
  - III. In case of unsatisfactory work and conduct report from the concerned department, the appointment shall be terminated and no correspondence shall be entertained in this regard. If termination of services is made due to continue absence of the appointee on disciplinary grounds, 07 days salary shall be deducted from his/her salary.
16. **BMWM:** All the selected candidates shall have to attend a compulsory training on Bio-Medical Waste Management and they must contact MOI/C Bio-Medical Waste Management, GTB Hospital for training schedule (Room No. 355, 3rd Floor).
17. **Attendance:** All the selected candidates shall have to appear before MOI/C Bio-Metric for attendance system.
18. **Master Register:** All the selected candidates shall have to enter their full details in the Master Register available with MOI/C Summon Cell (Room No. 349, 3<sup>rd</sup> Floor).
19. **VIGILANCE:** All the selected candidates have to enter their full details in the Vigilance branch (Room No. 306, 3<sup>rd</sup> floor) as per Circular No. 430-436 dated: 09.04.2025.
20. **Life Saving Training Course:** Resident Doctors are hereby directed to submit a copy of the training certificate for BLS, ATLS or any other equivalent life-saving skills course within 03 days, if any. If no such training has been obtained by the official, he/she should undergo BLS training organized by this hospital in the Advance Skills Lab, Room No. 372, 3<sup>rd</sup> Floor, Administrative Block, GTBH and submit proof in this branch at the earliest in the public interest.
21. **Duties of Junior Resident:** As per requirement of departments in the patient care.



22. **Transfer:** Junior Residents working in any department may be required to perform duties in any department as per requirement of the hospital in patient care.
23. **All Selected Candidates are hereby directed to submit Character Verification report/Police Clearance Certificate or acknowledgement receipt at the time of joining. In case, if any candidate will not submit the original Character Verification report/Police Clearance Certificate within 30 days after joining date, he/she will be terminated without any prior notice.**
24. **The original documents alongwith one set of photocopies are required at the time of joining:**

6 passport size photographs	MBBS Degree
10 <sup>th</sup> passed Certificate	DMC Registration
All MBBS Mark sheets	Valid Caste / EWS / Non Creamy Layer Certificate, if any
Attempt Certificate	Experience Certificate, if any
Internship Completion Certificate	Identity-cum-address proof viz. Aadhaar Card, Voter ID card, Driving license, passport etc.
FMGE Result in case of candidates (Foreign Graduates)	
LAST NEET PG CERTIFICATE, IF ANY	Character Verification report/Police Clearance Certificate or acknowledgement receipt

The candidates are required to report for medical examination before Staff Physician branch, Room No. 139, 1<sup>st</sup> floor, GTBH within 4 working days of issuance of appointment letter.

Thereafter, when the fitness report received in E-I branch through E-mail, the candidates will be informed through E-mail that he/she can join in the Room No. 331 (Estt.-I), 3<sup>rd</sup> Floor, Administrative Block GTBH between 10:00 am to 12:00 noon, within 3 working days failing which offer of appointment will be stand cancelled/withdrawn suo-moto considering that candidates are not interested. No claim or request for extension of period to report for joining will be entertained after expiry of offer of appointment.

This issues with the prior approval of the Medical Director, GTBH

AMS (ADMN.)/Link Officer

No.F.1-5(8)/JR/E-I/GTBH/2025/ 1055-71

Dated: 28/05/2025

Copy forwarded to:-

1. Sr. PA to the Director, Directorate of Health Services, Karkardooma, Delhi-110092 with the request to upload the same on website of the Health & Family Welfare Department, GNCTD.
2. Sr. PA to the Medical Director, GTBH, Dilshad Garden, Delhi-110095.
3. PA to the AMS (Admn.), GTBH, Dilshad Garden, Delhi-110095.
4. DMS (Vigilance), GTBH, Dilshad Garden, Delhi-110095.
5. All HODs, GTBH, Dilshad Garden, Delhi-110095.
6. Dr. SeemaPrakash, Spl. Gr-I (Obs. &Gynae.), Liaison Officer for Maintenance of Reservation Roster.
7. **Staff Physician , Room No. 139, 1<sup>st</sup> floor, is requested to send the medical examination report of the concerned doctor directly to the E-I Branch via email on the same day.**
8. Warden JRD Hostel, GTBH.
9. MOI/C, EDP Cell GTBH, Room No.131, 1<sup>st</sup> Floor with the request to upload the same on hospital website.
10. MOI/C, BMWM, 3<sup>rd</sup> Floor, GTBH.
11. MOI/C, Summon Cell, Room No.349, 3<sup>rd</sup> Floor, GTBH.
12. MOI/C, Biometric Attendance, GTBH.
13. DDO/Sr. Account Officer, GTBH.
14. **Security Deposit:** The hospital shall withhold an amount equivalent to 15 days' salary as a security deposit from Junior Resident Doctors appointed on an ad-hoc basis
15. In-charge, Advance Skills Lab, Room No. 372, 3<sup>rd</sup> Floor, Administrative Block, GTBH.
16. Notice Boards, 3<sup>rd</sup> Floor, GTBH.
17. **The concerned doctors are directed to appear before the Staff Physician, Room No. 139, 1st Floor, GTBH, within four working days from the date of issuance of the appointment letter. They must report to the office of the Staff Physician by 9:00 AM on any working day, in a state of overnight fasting, and must bring four recent passport-sized photographs**

AMS (ADMN.)/Link Officer