

**POSTGRADUATE INSTITUTE OF MEDICAL EDUCATION & RESEARCH,
CHANDIGARH**



ESTABLISHMENT BRANCH-I
Ph. No.0172-2755504-2755510

F. 3001/Advt./AO/EI(2)/PGI/2019

Dated: 20/5/2019

NOTICE

It is proposed to fill up 03 posts of Administrative Officer on deputation basis in the pay scale of Rs. 9300-34800 with Grade Pay of Rs. 5400 (pre-revised) further revised to Level 9 in the Pay Matrix as per 7th CPC at PGIMER, Chandigarh having following qualification/experience:

"Officers of the Central Govt, U.T. Administration or Central Statutory Bodies holding analogous posts or with at least 3 years of experience in the post in the pay scale of Rs. 9300-34800 with grade pay of Rs. 4800 (pre-revised) further revised to Level 8 in the Pay Matrix as per 7th CPC or at least 5 years of experience in the post in the pay scale of Rs. 9300-34800 with grade pay of Rs. 4600 (pre-revised) further revised to Level 7 in the Pay Matrix as per 7th CPC or equivalent respectively and having Bachelor's degree and good experience in administration, preferably in establishment and accounts matters. The officers possessing M.B.A or Postgraduate Diploma in Personnel Management shall be given preference." The period of deputation will ordinarily be three years.

The application duly filled by the applicant on the prescribed performa may be sent to the Director, PGIMER, Chandigarh through the Head of the Department/Institution/Organization by **10.06.2019** along with their ACRs for the last five years and a certificate that no departmental/disciplinary proceedings are pending/being contemplated against the officer.

Incomplete applications and the applications received after due date will be summarily rejected. The Director, PGIMER reserves the right to increase/decrease the number of posts at any stage without any claim thereto.

D I R E C T O R
PGIMER, Chandigarh