



DEPARTMENT OF OBSTETRICS AND GYNAECOLOGY
UNIVERSITY COLLEGE OF MEDICAL SCIENCES
(UNIVERSITY OF DELHI)
& G.T.B. Hospital, Dilshad Garden, Delhi-110095

VACANCY NOTIFICATION FOR CONTRACTUAL POST

No. UCMS/GYNAE-100 /2025/Advt./01

Dated: 29.11.2025

Applications are invited for the following post under the project entitled "**A Study of Microbial Dysbiosis of Reproductive Tract in Epithelial Ovarian Cancer**" on purely contractual basis at UCMS & GTB Hospital, Delhi for a period of one year.

Last date of submission of application via email (bngupta@ucms.ac.in) is **15th January 2025 or two weeks from the date of publication of the advertisement in Employment news whichever is later.** Kindly send completely filled scanned copy of application form in the prescribed application format available on the college website along with relevant documents in single pdf format to the email on bngupta@ucms.ac.in.

Refer to detailed instructions regarding vacancies on the College website under "Careers" i.e. www.ucms.ac.in.

| Name of the post | No. of post | Consolidated Salary (in INR) | Upper age limit (in years) |
|------------------------------|-------------|---|---|
| Project Technical Support II | 01 | ₹20,000 + HRA as admissible (Total ₹ 26,000 (20,000 + 6,000 (@30%)) | 30 years as on last date of application. (Age relaxation as per ICMR rules) |

Last date of submission of application is 15 January, 2025 or two weeks from the date of publication of the advertisement in Employment news whichever is later.

For any queries, please contact us via e-mail i.e. bngupta@ucms.ac.in

Dr. Bindiya Gupta
(Principal Investigator)

Position: Project Technical Support II

Essential qualifications:

12th in Science + Diploma (MLT/DMLT/Engineering) + 5 years' experience in relevant subject/ field

OR

three years graduate degree in relevant subject/ field + 2 years' experience in the relevant subject

Selection Process:

As per ICMR rules, if the number of candidates are more than 30, written test will be conducted, otherwise selection will be done on the basis of interview.

Job Description:

Maintenance of patient records, sample collection, storage and processing, inventory / log book / SOP/ raising demand for any equipment / chemical / plasticware / glassware / kits. Completion of any work assigned by PI in smooth functioning of project.

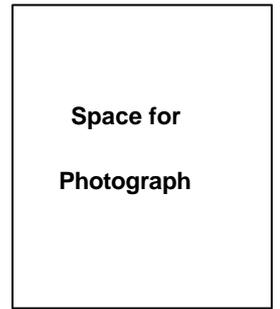
Syllabus of written test for the post of Project Technical Support II

1. MCQ based test will be taken of 50 Questions, 1 mark each and no negative marking.
2. Duration of test will be 1 hour.
3. Written test will cover the following subjects: Clinical Biochemistry, Microbiology, Hematology, Immunology, Pathology, Blood Banking, Molecular Biology and Diagnostic Techniques, Research methodology.

General Instructions: -

1. Candidate has to mention name of position in the subject of e-mail i.e. “Application for the post of _____”
2. Filled & scanned applications form along with self-attested supportive documents as per checklist (combined in a single PDF) have to be sent via e-mail to bngupta@ucms.ac.in. All documents to be in chronological order (qualification and experience).
3. Candidates will be intimated about the interview/written test via e-mail or candidates may check our college website i.e. www.ucms.ac.in for any update related to the advertisement.
4. Age relaxation as per ICMR rules.
5. Incomplete application (not accompanied by relevant documents) or applications received after due date/time will be summarily rejected.
6. Submission of incorrect or false information shall disqualify the candidature at any stage of recruitment process.
7. The benefit of Provident Fund, Leave Travel Concession, Medical Claim, CCA etc. will not be available to the project employee.
8. The Competent Authority reserves the right to any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason.
9. No TA/DA will be paid for attending the interview.
10. Cut-off date for age limit will be considered as on last date of submission of application form.
11. The Competent Authority has the right to accept reject any application without assigning any reason thereof and no correspondence will be made in this matter.
12. Since the posts are filled-up on purely temporary and contractual basis for a period one year initially (extendable up to the duration of project as per rules), the candidate will have no right to claim for any type of regular/permanent employment.
13. The contractual appointment can be terminated at any time by either side by giving 30 days’ notice or salary in lieu thereof.
14. He/she may have to work in shifts/night duty’s. Staff may have to go on field visits and travel outstation for any need under the project.
15. Canvassing in anyway will lead to disqualification for the candidature.
16. In case of any query, e-mail to bngupta@ucms.ac.in.

APPLICATION FORMAT



1. Post Applied for:
2. Name of the Applicant:
3. Father's/Husband's Name:
4. Date of Birth:
5. Age:
6. Sex: Male () Female ()
7. Whether belongs to SC/ST/OBC category (for age relaxation):
8. Nationality:
9. Identity Proof (Adhaar Card/ Drivers License/Voter Id Card):
10. Marital status:
11. Permanent Address:
12. Address of Correspondence:
13. Email Address:
14. Contact No.:
15. Detail of qualifications (in Chronological Order):

| S. No. | Qualification | Name of Board/University | Year of Passing | Percentage of Marks |
|---------------|----------------------|---------------------------------|------------------------|----------------------------|
| 1. | | | | |
| 2. | | | | |
| 3. | | | | |
| 4. | | | | |
| 5. | | | | |

16. Experience details in chronological order (Post Qualification): -

| S. No. | Post | Name of the Institution | From (DD/MM/YY) | To (DD/MM/YY) | Total Experience | Duties & Responsibility |
|---------------|-------------|--------------------------------|------------------------|----------------------|-------------------------|------------------------------------|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |

I hereby declare that above information provided by me is correct to my knowledge and belief.

Date:

Place:

(Signature of the Candidate)

Checklist for attachments:

1. Id proof (Adhaar Card/ Voters Id/ Drivers Licence)
2. Class X marksheet/ Age Proof
3. Class XII marksheet
4. Graduation marksheet/certificate
5. Post Graduate marksheets/certificate
6. Any other qualifications
7. Experience (if any)
8. Publication (if any)
9. NOC (for govt. employees)
10. Photograph -2 (on the day of interview/written)

* Scanned applications form in the enclosed application format along with self-attested supportive documents as per checklist (combined in a single PDF) have to be sent via e-mail to bngupta@ucms.ac.in

** The printed hard copy of the duly filled application form, along with self-attested supportive documents as per checklist, must be produced on the day of interview. along with original documents for documents verification. Candidates are required to bring the **original documents** for verification at the time of the interview.