

**उत्तर प्रदेश आयुर्विज्ञान विश्वविद्यालय, सैफई, इटावा**  
Uttar Pradesh University of Medical Sciences, Saifai, Etawah-206 130 (U.P.)  
www.upums.ac.in

Ref 3477 /UPUMS/Recruitment Cell/ (944-CD)/2023-24

Dated: 30 November, 2023

**Advertisement No. 34/UPUMS/Recruitment Cell/2023-24 (Revised)**  
**Computer Based Examination Through Online Medium 2023-24.**

Uttar Pradesh University of Medical Sciences, Saifai, Etawah invites Online applications from citizens of India for selection through online written examination on various posts of Group 'B' and 'C' under Computer Based Examination-2023. The details of unreserved and reserved category-wise vacancies are given in table. The candidates should submit separate application (s) for each vacant post for which he/ she wants to apply with separate application fee for each application (s). However the University cannot guarantee that the examinations date and time for these posts will not coincide.

**Information required for candidates applying online-** Online application system is applicable for applying under the above advertisement. The application sent through any other means will not be accepted. Candidates should apply online only. Candidates to apply online Please ensure compliance with the procedure given below.

**Process of filling the application form -** The process of filling the application form is divided into the five following parts:

- i. Candidate Registration
- ii. Filling up of balance details of the form.
- iii. Uploading photo, signatures and other documents
- iv. Payment of Fees and Application Form Submission
- v. Printout of Application form

**Note: The candidate can complete all the above mentioned procedures at once for filling the application form.**

The candidate has to click "All Notification/Advertisement Details" on the Institute's website www.upums.ac.in. The advertisement will automatically display when you click on "Advertisement details". Candidates should read the said advertisement carefully and understand very well that they have the desired qualifications for the advertised posts and are covered under the prescribed age limit (18 to 40 years) prescribed for the post. Start the process of filling the application form only after that. In User Instruction, the candidates have been given guidelines for filling up of online applications. Therefore, the candidates must read the following User Instructions to fill the application:  
The detail of vacant positions category wise is here as under:-

S. No.	Name of Posts/ Pay Matrix & Level	Age (Years)	No. of vacant posts	Essential Qualification (s) & Experience
1	Senior Administrative Assistant * Pay Matrix Rs.25500-81100 Level-4	18-40	19 (08 UR, 06 OBC, 04 SC, 01 EWS)	Graduate with knowledge of noting & drafting and 1 year experience in Government/Public Service Undertaking/ Autonomous government organization/Including Contractual/Outsourced workers working in Government Organization with knowledge of typing having speed of 35 w.p.m. in Hindi & 40 w.p.m. in English and knowledge of computer.
2	Receptionist Pay Matrix Rs.29200-92300 Level -5	18-40	19 (08 UR, 06 OBC, 04 SC, 01 EWS)	(i) Graduate from a recognized University (ii) Post-graduate Diploma in Journalism/Public Relations (iii) One year experience in Public Relations/ Publications/ Printing /Publishing (iv) Working Knowledge of Computer.
3	Medical Social Service Officer Gr.-2 Pay Matrix Rs.35400-112400 Level -6	18-40	12 (05 UR, 03 OBC, 03 SC, 01 EWS)	(i) Master's Degree in Social Work from a recognized University/Institution. (ii) One year experience in the line with a Welfare or Health Agency dealing with Medical/Public Health Services by experience or qualification or training in medical social work. (iii) Working Knowledge of Computer.
4	Dietician Pay Matrix Rs.44900-142400 Level -7	18-40	4 (02 UR, 01 OBC, 01 SC)	M.Sc. (Food & Nutrition) from a recognized University / Institution. Five years experience in the line preferably in a large teaching Hospital.
5	Stenographer* Pay Matrix Rs.25500-81100 Level-4	18-40	20 (08 UR, 06 OBC, 04 SC, 02 EWS)	(i) Graduate with minimum 55 % marks from a recognized University. (ii) Speed of 80 w.p.m. in Hindi & English stenography and 40/35 w.p.m. in English and Hindi typing (iii) Working knowledge of computer. In absence of candidates with bilingual stenography candidates with English Stenography may be considered eligible

S. No.	Name of Posts/ Pay Matrix & Level	Age (Years)	No. of vacant posts	Essential Qualification (s) & Experience
6	Librarian Grade -2 Pay Matrix Rs.35400-112400 Level -6	18-40	4 (02 UR, 01 OBC, 01 SC)	(i) Graduate from a recognized University. (ii) Bachelor's Degree in Library Science from a recognized University or Institute. (iii) Two years experience of acquisition of books, periodicals, and documentation work in a library of standing or repute- after attaining the degree of B.Lib. (iv) Working Knowledge of Computer.
7	<b>Junior Engineer</b> Pay Matrix Rs.35400-112400 Level -6 (5 Posts (02 UR, 01 OBC, 02 SC)			
	Electrical Engineering	18-40	01 SC	(i) First Class Three years Diploma in Electrical Engineering from a recognized Polytechnic/ Institute. (ii) One year experience in Electrical Engineering work.
	A.C. Engineering		01 UR	(i) First Class Three years Diploma in Mechanical Engineering from a recognized Polytechnic/ Institute plus a specialized course in Refrigeration and Air-conditioning from a recognized Polytechnic/Institute. (ii) One year experience in air-conditioning and refrigeration work.
	Telecommunication/ CCTV Camera Engineering		01 OBC	(i) First Class Three years Diploma in Telecommunication/ Electronics Engineering from a recognized Polytechnic/ Institute. (ii) One year experience in Telecommunication/Electronics Engineering work.
	Mechanical Engineering		01 UR	(i) First Class Three years Diploma in Mechanical Engineering from a recognized Polytechnic/ Institute. (ii) One year experience in Mechanical Engineering work.
	Civil Engineering		01 SC	(i) First Class Three years Diploma in Civil Engineering from a recognized Polytechnic/ Institute. (ii) One year experience in Civil Engineering work.
8	Draftsman Pay Matrix Rs.25500-81100 Level -4	18-40	1 UR	(i) Matriculation or equivalent from a recognized Board/University. (ii) 2 years' Diploma/Certificate in Civil Draughtsmanship from ITI or equivalent Institute. And One year experience in the line.
9	Assistant Security Officer# Pay Matrix Rs.47600-151100 Level-8	18-40	3 (01 UR, 01 OBC, 01 SC)	(i) Degree of a recognized University or equivalent; and (ii) <b>Following Physical Standards:</b> (a) Height: 170 cms. Minimum (Relaxable by 5 cms only for residents of hill areas) . (b) Chest: 81 cms (85 cms. After expansion) (Relaxable by 5 cms. only for residents of hill areas). (c) Should possess sound health, free from defect/deformity/disease. Vision in both eyes should be 6/12 (without glasses). There should be no colour blindness. (Candidates claiming relaxation in height and chest will have to produce the certificate to this effect from the competent authority viz., Deputy commissioner/ Distt. Magistrates/ Tehsildars of their places of residence. (iii) Experience for at least 5 years in keeping security preferably in a hospital/medical institution of repute. <b>Desirable:</b> (i) Armed Forces personnel OR The Ranked Subedar or Inspectors of Police Civil/Para Military/ Military Forces.
10	Sanitation Inspector Pay Matrix Rs.29200-92300 Level-5	18-40	6 (03 UR, 01 OBC, 02 SC)	(i) Matriculation or equivalent from a recognized Board. (ii) Certificate of Sanitary Inspector Course. (iii) Not less than 4 years of experience in the line, preferably in a Hospital of repute.

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S. No.	Name of Posts/ Pay Matrix & Level	Age (Years)	No. of vacant posts	Essential Qualification (s) & Experience
11	Jr. Medical Record Officer Pay Matrix Rs.29200-92300 Level-5	18-40	4 (02 UR, 01 OBC, 01 SC)	(i) 12th class pass with minimum 55 % marks from a recognized board. (ii) Certificate course of six month duration, in medical records from a recognized institute or authority. (iii) Two years experience of having handled medical records in a hospital/medical institute of repute.
12	Technical Officer (Biomed) Pay Matrix Rs. 35400-112400 Level -6	18-40	4 (02 UR, 01 OBC, 01, SC)	1) Graduate in Biomedical Engineering OR 2) Diploma with five years experience in the line.
<b>Technician Cadre Level-6 (78 Posts (32, UR, 22 OBC, 16 SC, 01 ST, 07 EWS))</b>				
13	Medical Lab Technologist Pay Matrix Rs. 35400-112400 Level-6	18-40	30 (12 UR, 09 OBC, 06 SC, 03 EWS)	(i) Bachelors Degree in Medical Laboratory Technology/ Medical Laboratory Science from a Govt. recognized university/ Institution. (ii) 02 years relevant experience in a Laboratory attached with a hospital having minimum 50 beds.
14	Technician (OT) Pay Matrix Rs.35400-112400 Level-6	18-40	15 (06 UR, 04 OBC, 04 SC, 01 EWS)	B.Sc. in OT/Anaesthesia Techniques from a recognized Institute/ University. OR (i) Diploma in OT/Anaesthesia techniques from a College/ Institute recognized by Paramedical or Medical Faculty/ Council/Board. (ii) 02 years experience in at least 50 Bedded hospital.
15	Technician (Radiology) Pay Matrix Rs. 35400-112400 Level-6	18-40	23 (10 UR, 06 OBC, 04 SC, 01 ST, 02 EWS)	B.Sc. in Radiological Imaging Techniques from a recognized Institute/University. OR (i) Diploma in Radiology/Imaging Techniques from a College/Institute recognized by Paramedical or Medical Faculty/ Council/Board. (ii) 02 years experience in at least 50 Bedded hospital.
16	Technician (Radiotherapy) Pay Matrix Rs. 35400-112400 Level-6	18-40	10 (04 UR, 03 OBC, 02 SC, 01 EWS)	B.Sc. in Radiotherapy Techniques from a recognized Institute/University. OR (i) Diploma in Radiotherapy Techniques from a College/Institute recognized by Paramedical or Medical Faculty/Council/Board. (ii) 02 years experience in at least 50 Bedded hospital. (iii) eLORA registration.
<b>Technician Cadre Level-5 (30 Posts ( 12 UR , 09 OBC, 06 SC, 03 EWS))</b>				
17	Technician (CSSD) Pay Matrix Rs. 29200-92300 Level-5	18-40	4 (02 UR, 01 OBC, 01 SC)	(i) 10+2 with Science and 02 Yrs. Diploma in related field (ii) 01 year experience in at least 50 Bedded hospital. OR B.Sc. in CSSD Techniques.
18	O.T. Assistant Pay Matrix Rs. 29200-92300 Level-5	18-40	15 (06 UR, 05 OBC, 03 SC, 01 EWS)	(i) 10+2 with Science and 02 Yrs. Diploma in related field (ii) 01 year experience in at least 50 Bedded hospital. OR B.Sc. in OT/ Anaesthesia Techniques.
19	Technical Assistant (Cardiology) Pay Matrix Rs. 29200-92300 Level-5	18-40	5 (02 UR, 01 OBC, 01 SC, 01 EWS)	(i) 10+2 with Science and 02 Yrs. Diploma in related field (ii) 01 year experience in at least 50 Bedded hospital. OR B.Sc. in Cardiology Techniques.
20	Technical Assistant (Neuro Physiology) Pay Matrix Rs. 29200-92300 Level-5	18-40	2 (01 UR, 01 SC)	(i) 10+2 with Science and 02 Yrs. Diploma in related field (ii) 01 year experience in at least 50 Bedded hospital. OR B.Sc. in Neuro-Physiology Techniques.
21	Technician (Dialysis) Pay Matrix Rs. 29200-92300 Level-5	18-40	4 (01 UR, 02 OBC, 01 EWS)	(i) 10+2 with Science and 02 Yrs. Diploma in related field (ii) 01 year experience in at least 50 Bedded hospital. OR B.Sc. in Dialysis Techniques.

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\*Short listed candidates have to appear for skill assessment. For this purpose the number of candidates will be three times the number of vacant posts. However the skill test will be only qualifying in nature and such marks (of the skill test) shall not be counted in the overall selection procedure i.e. the final selection will be made on the basis of the marks obtained in the CRT only by the candidates who qualified the skill test.

# The person applying for the post of Assistant Security Officer have to appear in personal interview after qualifying the CRT . The interview will carry 20 marks which will be added in finalization of the merit list.

### GENERAL CONDITIONS

1. Aspiring applicants satisfying eligibility criteria in all respect can submit their ONLINE application only. On-line application (s) will be available on UPUMS, Saifai, Etawah (UP) website-[www.upums.ac.in](http://www.upums.ac.in)
2. Applicants must fulfill all essential eligibility criteria, educational qualification, age limit, etc. as per appended guidelines.
3. Amount of non-refundable fee to be paid in respect of one post is as under:-

S. No.	Category	Application Fee	GST@ 18%	Total
1	UR	2000/-	360/-	2360/-
2	OBC//EWS	2000/-	360/-	2360/-
3	SC/ST	1200/-	216/-	1416/-

The candidates belonging to the other category (Horizontal) shall have to pay fee according to their original category.

4. Individual application and application fee is required to be submitted/ remitted for each post(s) separately. (in case of candidate applying for more than one post).
5. On-line Registration and submission process schedule will be published on Institute's website; Examination will be conducted according to the published schedule. Candidates are advised to visit Institute's website for the detail schedule of the Examination.
6. As per Acts and GOs on Reservation of Government of Uttar Pradesh may change the number of reserved vacancies in accordance with the prescribed/policy directions in the Ordinances/Orders.
7. Reservation as per UP Govt including reservation of persons (EWSs) belonging to Economically Weaker Sections which is 10% against vacant posts in the above table, as Page 4 of 12 per O.M. of the Government of Uttar Pradesh, Karmik Deptt, Section-2, no. 1/2019/4/1/2002/ka-2/19 T.C.-II dated 18.2.2019, OM of KarmikDeptt ,Section-2, 5/2019/4/1/2002/ka-2/2019 T.C.I dated 13.8.2019 and OM of the Government of Uttar Pradesh, Karmik Dept ,Section-2 OM No. 6/2019 /4/1/2002/ka-2/2019 T.C.I dated 23.10.2019.
8. Before applying, candidates must read the mandatory qualifications (academic) and others prescribed for vacant posts and ensure that they hold the required mandatory qualification (educational) and other for the post and only those who are covered under the prescribed age limit can apply online.
9. The Uttar Pradesh, Public Services, (Reservation for physically handicapped, dependent of freedom fighters and ex servicemen) Act 1993 , dated 29.12.1993 , and (Amendment) Act 2018 dated 01.09.2018 & (Amendment) Act 2021 vide Notification No. 450 (2/LXXIX-V1-21-1-ka-12-21 Lucknow dated 10.03.2021 shall apply in the reservation under other category (i.e. Horizontal) and will be applicable only to the identified posts.
10. It is mandatory for the candidate to tick the requested post while registering; otherwise his/her application will not be accepted.
11. The number of vacancies mentioned in the above Table may increase or decrease.
12. Age relaxation for SC/ST& OBC candidates up to a maximum period of 05 years, as per appended guidelines and relevant GOs of Govt of UP.
13. In case of Orthopedic Physical Handicapped (OPH) candidates, age relaxation is up to maximum period of 10 years for General Category, 13 years for OBC category and 15 years for SC/ST category candidates as per appended guidelines and relevant GOs of Govt of UP.
14. In case of Permanent Government Employees who have rendered not less than 3 years regular and continuous service in the relevant field relax able up to maximum period of 5 years as per appended guidelines and relevant GOs of Govt of UP.
15. Relaxation to upper age limit in favor of Ex-serviceman will be as per Govt. of India rules.
16. No document including printed/ hard copy of online application forms are required to be sent by post. However, applicants are advised to keep one printed / hard copy of their application forms.
17. Candidates are required to give their preferences amongst three choice of Cities in which Exams to be conducted (list of cities will be published with the application forms). Exact centre will be given at time of issue of admit card. Effort will be made to allot centre to a candidates according to their given preferences. However, in case of non-availability of a slot at their preferred choices, closest other cities will be allotted. Decision of UPUMS, Saifai will be final in this regard.
18. Applicants in regular employment must submit a "NO OBJECTION CERTIFICATE" from employers.
19. Candidates with valid application shall be issued call letter & admit card. These can be downloaded by candidates directly from Institute's website [www.upums.ac.in](http://www.upums.ac.in) by entering their registration number / application number, Date of birth. Call letters will not be sent by post. This facility would be available on website accordingly as per published scheduled of examination.
20. No TA/DA shall be admissible for appearing in Written Test / Skill Test/ Interview.
21. All Disputes/differences or litigations shall be subject to territorial jurisdiction of Allahabad Court only.
22. Vice Chancellor, UPUMS, Saifai Etawah reserves rights to fill any or all of advertised posts or not to fill same without assigning any reason.

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**Age -Limit**

- 1- The decisive date of age calculation for recruitment to all the posts mentioned in the above-table is 1st July, 2023. As such on 1st July, 2023, the candidate must have attained the age of 18 years and should not be older than 40 years.
- 2- In case of candidates belonging to Scheduled Castes, Scheduled Tribes, OBCs and other such categories of candidates in Uttar Pradesh, the upper age limit will be relaxable for 5 years as specified by the Government of Uttar Pradesh.
- 3- In case of Permanent Government Employees who have rendered not less than 3 years regular and continuous service in the relevant field relaxable up to maximum period of 5 years as per GOs of Govt. of UP, Karmik Anubhag -4 Ref No. -2-E.M./2001-Ka-42013 dated 27.08.2013.

***The link for applications and details of Common Recruitment Test (CRT) will be displayed soon on University website. Applicants are advised to visit the University website regularly.***

  
**Registrar**