

**GOVERNMENT MEDICAL COLLEGE & HOSPITAL, SECTOR 32 CHANDIGARH**  
**DEPARTMENT OF MICROBIOLOGY**

Applications are invited for the post of VRDL Staff **on purely contractual basis** for Dept. of Health Research (MoHFW, GoI) funded project entitled "Establishment of a network of Laboratories for managing epidemics and Natural Calamities" in Virus Research & Diagnostic Laboratory (VRDL) under Dept. of Microbiology.

S No	Name of the post	No of post(s)	Emoluments (Consolidated allowances) per month without any
1	Data Entry Operator	1	Rs 20,000/-

Note:

1. Online application is to be submitted through [www.gmch.gov.in](http://www.gmch.gov.in).
2. Applications should be in the prescribed format through online mode only. The online portal will close on **August 31<sup>st</sup>, 2025 at 4:00 p.m.**
3. The eligibility criteria and qualifications for the said post:

S No	Name of the post	Essential Qualifications
1	Data Entry Operator	Graduate with knowledge of data entry work

4. The age limit for the posts is 18 to 37 years as on the last date of online application submission i.e. **August 31<sup>st</sup>, 2025**. Age relaxation for women/SC/ST/OBC non-creamy/persons with disabilities (PWD) will be given as per rules.
5. The hardcopies of application (after submission of online application) along with self-attested photocopies of certificates must reach in the office on or before **August 31<sup>st</sup>, 2025 up to 4:00 p.m.** in the office of Professor & Head, Deptt. Of Microbiology (Room no 233), Block E, Level 2, GMCH, Chandigarh, failing which application will not be considered, even if online applied.
6. It is the responsibility of the candidate to ensure that the applications are reached timely. Applications received after due date shall be summarily rejected.
7. Incomplete applications or applications not accompanied by relevant documents will be summarily rejected. (Originals to be produced during the interview)
  - a) Two recent passport size colour photograph.
  - b) Set of self-attested photocopies of the relevant documents i.e. Date of birth certificate, Educational/ professional qualification certificate, Category certificate
  - c) Experience certificate

d) NOC (In case of government job)

8. Applications received in response to the advertisement will be scrutinized/ short listed and list of eligible candidates will be displayed on the website. [www.gmch.gov.in](http://www.gmch.gov.in).
9. Depending on the number of applications received, candidates with desirable qualifications only, may be called for written test/ typing test/ interview as decided by the competent authority.
10. The decision for conducting a written test will be taken by the competent authority depending on the number of applications received for the post.
11. Date and time of the interview/written test/ typing test will be displayed later on the website [www.gmch.gov.in](http://www.gmch.gov.in).
12. The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.
13. Information/ update pertaining to this advertisement will be displayed on the institute website [www.gmch.gov.in](http://www.gmch.gov.in).
14. No individual intimation will be sent by GMCH to applicants. It will be the responsibility of applicants to keep abreast of the developments by visiting institute website regularly.
15. Interview/written examination will be held at GMCH, Sector 32, Chandigarh. No TA/DA will be paid for attending the same.
16. The decision of the competent authority regarding the selection of the candidate will be final and no representation will be entertained in this regard.
17. Tenure: The assignments are purely on contract basis for a period of twelve months. These appointments will be made from the staff strength sanctioned to Medical College VRDL and the appointments will not vest any right to claim by the candidate for regular appointment or permanent absorption in GMCH 32/DHR/ICMR or continued contractual appointment.  
Expiry of contract: The contract will automatically expire on completion of twelve months or earlier in case of withdrawal of support by funding agency. The contractual appointment can be terminated at any time by either side by giving 30 days' notice or salary in lieu thereof.
18. He/ She may have to work in shifts. In emergency situation, staff may be put on night duty as well. Staff may have to go on field visits and travel outstation for training programmes.
19. All disputes will be subjected to the jurisdictions of Court of Law at UT, Chandigarh.



(Dr. Varsha Gupta)

Professor & Head