EMBASSY OF INDIA,
KATHMANDU (NEPAL)
VACANCY : ECHS

1. Ex-servicemen Contributory Health Scheme (ECHS) is a medical scheme launched by Govt of India to provide free medical treatment to the Ex-servicemen (ESM) pensioners and their dependents of Indian Armed Forces. Applications are invited for following posts at ECHS Polyclinics Kathmandu, Pokhara and Dharan. Employment will be on contractual basis without any pensionary benefits:

<table>
<thead>
<tr>
<th>Ser No</th>
<th>Category</th>
<th>Max Age</th>
<th>Basic Qualification</th>
<th>Work Experience</th>
<th>Desirable Attributes</th>
<th>Salary in NPRs Per Month</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>Medical Specialist</td>
<td>65</td>
<td>MD/ MS in Specialty concerned/ DNB</td>
<td>Min 03 yrs in the Specialty after Post Graduation</td>
<td>Merit in MBBS. Merit in PG. Addl qualification</td>
<td>Rs 1,60,000/-</td>
</tr>
<tr>
<td>(b)</td>
<td>Nursing Assistant</td>
<td>55</td>
<td>BSc Nursing</td>
<td>Minimum 05 yrs of experience</td>
<td>Degree in Nursing/any diploma/Specialty nursing</td>
<td>Rs 44,960/-</td>
</tr>
<tr>
<td>(c)</td>
<td>Clerk</td>
<td>55</td>
<td>Graduate/ Class-1 Clerical trade (Indian Armed Forces)</td>
<td>Minimum 5 years experience</td>
<td>Computer qualifications. Experience of more than 10 yrs</td>
<td>Rs 31,520/-</td>
</tr>
</tbody>
</table>

For ECHS Polyclinic Pokhara:

(a) Chowkidar | 55 | Class 8” or GD trade for Armed Forces personnel | - | - | Rs 26,880/- |

For ECHS Polyclinic Dharan:

(a) Medical Specialist | 65 | MD/ MS in Specialty concerned/ DNB | Min 03 yrs in the Specialty after Post Graduation | Merit in MBBS. Merit in PG. Addl qualification | Rs 1,60,000/- |
(b) Peon | 55 | Education Class 8, GD trade (Armed Forces) | Minimum 5 yrs experience | Experience of more than 10 yrs | Rs 26,880/- |
(c) Clerk | 55 | Graduate/ Class-1 Clerical trade (Indian Armed Forces) | Minimum 5 years experience | Computer qualifications. Experience of more than 10 yrs | Rs 31,520/- |

2. Eligible candidates after short listing will be telephonically informed to be present for interview with their original documents. Preference will be given to the Indian Ex-servicemen with the requisite qualifications. Last date for submission of application is 16 Aug 2020. Application may please be forwarded at the address mentioned below.

For Kathmandu: AMA (ECHS), ECHS Branch, Embassy of India, Kapurthala Marg, Kathmandu, Phone: 01-4001569
For Pokhara: OIC ECHS Polyclinic, PPO, Embassy of India, Pokhara, Phone: 061-430232
For Dharan: OIC ECHS Polyclinic, PPO, Embassy of India, Dharan, Phone: 025-532735

**Terms & Conditions.**

1. **Age.** Candidates should meet the age criteria mentioned above.
2. **Contractual Terms & Conditions.** The contract will be for a period of one year subject to review of their conduct and performance during the employment. The contractual employees will not be entitled to any allowance, financial benefits or concessions as admissible to Govt employees.
3. **Working Hours.** The working hours for staff would be 48 hours per week (8x6) from Sunday to Friday, Saturday being a holiday.
4. **Medical Fitness.** Medical Fitness certificated has to be produced.
5. **Attestation Form.** An Attestation form as enclosed herewith is required to submitted alongwith the application form.
APPLICATION FORM FOR EMPLOYMENT IN ECHS

1. Name of the Post : _______________________
2. Name of the Applicant : _________________
3. If Ex-servicemen, Service No _____________, Rank __________, Arms / Services ____________, Unit last served _______________ and date of retirement _________________.
4. S/o, D/o, W/o _______________________________
5. Date of Birth : Date ____ Month ____ Year _______
6. Sex : Male / Female _________________
7. Postal Address : __________________________________________________
                    _______________________________ PIN ___________________ (Proof of address to be attached)
                    Mobile No _____________________, Landline ___________________
                    Email ID _________________________________________________
8. Education Qualification (Attach attested photocopy of certificates) :

<table>
<thead>
<tr>
<th>Ser No</th>
<th>Qualification / Degree</th>
<th>Year of passing</th>
<th>Place &amp; name of School / College / Institute</th>
<th>% Marks</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td>10th</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b)</td>
<td>12th</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(c)</td>
<td>Graduation</td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>(d)</td>
<td>Post Graduation</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>(e)</td>
<td>Diploma / Degree</td>
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<td></td>
</tr>
</tbody>
</table>
9. Work Experience (Experience Certificate must be attached for consideration of experience).

<table>
<thead>
<tr>
<th>Ser No</th>
<th>Place of work / Name of Institute / Designation / Appointments held</th>
<th>Period of employment</th>
<th>Experience Certificate attached (Yes / No)</th>
<th>Reason for leaving the job</th>
</tr>
</thead>
<tbody>
<tr>
<td>(a)</td>
<td></td>
<td>From</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(b)</td>
<td></td>
<td>To</td>
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<td></td>
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<tr>
<td>(c)</td>
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<td>(d)</td>
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</tr>
<tr>
<td>(e)</td>
<td></td>
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</tr>
</tbody>
</table>
10. Registration No. and Date of registration with MCI/ NMC (Photocopy of registration and NagriktaPramanPatra (NPP) to be attached).

11. Declaration by the applicant :

   “I hereby declare that all the statements made and information provided by me in the Application Form are true. I also understand that in case, any of these is found false, I shall be disqualified forthwith for the post applied for or my engagement with ECHS shall be terminated forthwith and I shall also be liable for legal action”.

Place : __________________
Dated : ____/____/2020 (Signature of the Applicant)
ATTESTATION FORM
(Verification of locally recruited staff in Mission/Post Abroad.)

"WARNING"

If the fact that false information has been furnished or that there has been suppression of any factual information in the attestation form comes to notice at any time during the service of the person, his services would be liable to be terminated.

1. Name in full (in block capitals)  SURNAME  NAME
   With aliases, if any.
   (Please indicate if you have added or dropped at any stage, any part of your name surname)

   a) Passport No., Place, Country & date of issue

   b) Nationality

2. Present address in full:

3. Permanent address in full:

4. Particulars of places (with periods) where you have resided for more than one year during the preceding five years.

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Residential address in full</th>
<th>Purpose of stay</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
5. Name | Nationality | Place of Birth | Occupation if employed (give designation & full address) | Permanent Home address
--- | --- | --- | --- | ---
a) Father’s name in full with aliases if any.

b) Mother

b) Wife

6. (a) Place of birth
   Distt. & State in which situated

(b) Date of birth

7. (a) Your religion
   (b) (To be filled in only by persons of Indian origin)
   Are you a member of Scheduled Caste/Scheduled Tribe?
   Answer ‘Yes’ or ‘No’, and if the answer is ‘Yes’ state the name thereof

8. Educational qualification showing places of education with years in School and College.

<table>
<thead>
<tr>
<th>Name of School/college with full address</th>
<th>Date of entering</th>
<th>Date of leaving</th>
<th>Examination passed</th>
</tr>
</thead>
</table>

9. If you have at any time been employed, please give details of your previous and present employment.

<table>
<thead>
<tr>
<th>Designation or post held or description of work</th>
<th>PERIOD From</th>
<th>To</th>
<th>Full address of the office firm or Institution</th>
<th>Full reasons for leaving the previous job</th>
</tr>
</thead>
</table>

10. (a) Have you ever been arrested, prosecuted, kept under detention, bound down/fined/convicted by a court of law for any offence? If so, give details.

(b) Have you ever been the subject of proceeding in a court of law?
11. Name of two responsible persons of your locality or two references to whom you are known. (Give full address & Occupation).

(i) 

(ii) 

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which might impair my fitness for employment.

Place 

Date 

Signature of the candidate 

Designation 

(Certificate to be signed by National Justice of Peace, Magistrate, or Member of Parliament or any other authority prescribed by the appointing authority)

Certified that I have known Shri/Smt/Kumari for the last years

Months and that to the best of my knowledge and belief the particulars furnished by him/her are correct.

Place 

Date 

Signature 

Designation or 

Status and address 

i) Name, designation and full address of the appointing authority. 

ii) Designation or the post held by the person in respect of whom enquiry is made. 

iii) Date from which working in the present capacity. 

iv) Date of joining the Mission.