

## Job Vaccancy

### Job Vacancy Detail

Adv No. : TMC/HBCHRC/M/HRD/RECT/11/25  
 WRITTEN EXAMINATION on 08.04.2025 FOR CLERK ON ADHOC BASIS For posting at HOMI BHABHA CANCER HOSPITAL & RESEARCH CENTRE, NEW CHANDIGARH, PUNJAB. (A unit of TMC,A Grant-in-Aid institute under Department of Atomic Energy, Government of India) AT VENUE: Homi Bhabha Cancer Hospital & Research Centre, Plot No. 1, Medicity, New Chandigarh, SAS Nagar, Punjab-140901. REPORTING TIME- 9:30AM

Advertisement Name :  
 Start DateTime : 26/03/2025 To End DateTime : 08/04/2025

### Available Job Posts

Sr No.	Post	Adv Type	Pay Flag	Is Online	Click Online availability
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### Description

**HOMI BHABHA CANCER HOSPITAL & RESEARCH CENTRE, NEW CHANDIGARH  
 (A UNIT OF TATA MEMORIAL CENTRE, MUMBAI)  
 DEPARTMENT OF ATOMIC ENERGY**

**(GOVERNMENT OF INDIA)**

**(HRD DEPARTMENT)**

Ref. No. TMC/HBCHRC/M/HRD/RECT/11/25

26.03.2025

**WRITTEN EXAMINATION FOR  
 CLERK ON ADHOC BASIS**  
 For posting at  
**HOMI BHABHA CANCER HOSPITAL & RESEARCH CENTRE, NEW CHANDIGARH, PUNJAB.**  
 (A unit of TMC,A Grant-in-Aid institute under Department of Atomic Energy, Government of India)  
 AT  
**VENUE: Homi Bhabha Cancer Hospital & Research Centre, Plot No. 1, Medicity, New Chandigarh,  
 SAS Nagar, Punjab-140901.  
 REPORTING TIME- 9:30AM**

Sr. No	Examination Date	Name of Post	No. of Posts	Salary per month (Gross)	Qualification & Experience	Age Limit
01	08.04.2025	Clerk (on Adhoc Basis)	03	Rs. 19,900/-	<b>Qualification:</b> Graduate from a recognized University. Knowledge of Microsoft Office. <b>Essential Experience:</b> Minimum 1 Year's work experience.	Up to 27 Years

*Note: only candidates who qualify in written examination will be called for skill test, subject to fulfilling the minimum eligibility criteria. Merely qualifying in written examination does not entitle a*

*candidate claim for skill test or selection for the post.*

#### General Conditions:

- 1) **Age & Experience** will be reckoned as on Date of examination.
- 2) **Age Relaxation:** Upper age is relaxable for persons belonging to Reserved Categories such as SC/ST/OBC/ as per the instruction of Government of India.
- 3) Photocopy of documents to be submitted at the time of skill test:
  - a) **Copy of:** Resume and 2 recent passport size photographs are mandatory.
  - b) **Date of Birth Proof:** Birth Certificate/School leaving Certificate/SSC passing certificate
  - c) **Educational Qualification:** Mark Sheet & passing certificate for final examinations.
  - d) **Experience Certificate:**
    - i. **Past Employment:** Experience certificate indicating the date of joining and relieving.
    - ii. **Current Employment:** Appointment letter and last pay slip.
    - iii. **Copy of:** PAN Card and Aadhar Card
- 4) The candidate should also carry the original documents for verification purpose.
- 5) The above posts are for the tenure of one year from the date of appointment or till the finalization of the permanent post (whichever is earlier).
- 6) Candidates will not be entertained at the Venue before/after the scheduled date and time.
- 7) MCQ test will be conducted to analyse candidate's knowledge of current affairs, general knowledge, English, aptitude & reasoning, mathematics and proficiency in using Microsoft office. Candidates shortlisted will be called for the skill test accordingly.
- 8) HBCH & RC reserves the right to fix minimum eligibility standard/bench mark and restrict no. of candidates called for written examination/interview/skill test taking into account various factors like no. of vacancies, percentage of marks in graduate/Post Graduate Degree etc. The decision of the Director, HBCH & RC in this regard shall be final and binding and no correspondence in this regard will be entertained with the candidates.
- 9) In case it is found at any stage of recruitment that the candidate does not fulfil the eligibility criteria and/ or, the candidate has furnished any incorrect/false/incomplete information or has suppressed any material fact(s), his/her candidature will be cancelled. If any shorting is detected, even after appointment, the services of the candidate are liable to be terminated forthwith. Therefore, before applying, the services of the candidate should ensure that he/she fulfils all the eligibility criteria under the norms mentioned in the advertisement
- 10) Canvassing in any form will disqualify the candidature.
- 11) All the Above-mentioned position may be rotated among HBCH, Sangrur & HBCH & RC, New Chandigarh, Punjab as per the requirement of the centre. Accommodation will be provided subject to availability.
- 12) In case of any queries please contact: [hrd.m@hbchrcm.tmc.gov.in](mailto:hrd.m@hbchrcm.tmc.gov.in) or 0160-2810091(EXTN: 3616)

**Sd/-  
 DIRECTOR,  
 HBCH & RC, PUNJAB**