



# Instruction for Cropping Photo and Signature

## 1 . Enter Login Details

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 **CGHS Recruitment Application System** 

Click here to Download Hallticket without entering Username and Password

**New User Registration**

**Login**

User Name  
testuser

Password  
\*\*\*\*\*

Login [Forgot Password / User Name.?](#)

**Advertisements**



Advertisement No.	Name Of Post	Apply Start Date	Date Of Closing	Status
01/2017	Auxiliary nurse midwife (A N M)	03-10-2017	03-11-2017	<a href="#">pdf not available</a>
02/2017	Pharmacist - Ayurvedic	03-10-2017	04-11-2017	<a href="#">pdf not available</a>
03/2017	Dental Technician	03-10-2017	04-11-2017	<a href="#">pdf not available</a>
04/2017	ECG technician - Junior	03-10-2017	04-11-2017	<a href="#">pdf not available</a>
05/2017	Pharmacist-cum-clerk (Homeopathy)	03-10-2017	04-11-2017	<a href="#">pdf not available</a>
06/2017	Laboratory Assistant	04-10-2017	04-11-2017	<a href="#">pdf not available</a>
07/2017	Lady Health Visitor	04-10-2017	04-11-2017	<a href="#">pdf not available</a>
08/2017	Nursing Officer	04-10-2017	04-11-2017	<a href="#">pdf not available</a>
09/2017	Pharmacist - Allopathy	04-10-2017	04-11-2017	<a href="#">pdf not available</a>
10/2017	Laboratory Technician	04-10-2017	04-11-2017	<a href="#">pdf not available</a>

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## 2. Click on 'Profile creation' Tab as shown below

Welcome testtejas! | Log Out | Change Password | Home | Skip to Main Content | Skip to Navigation | A+ A- A A- A 戻る

 **CGHS Recruitment Application System** 

**CGHS Online Application**

[Home](#) [Profile Creation](#) [My Account](#) [? Help](#)

Advertisement No.	Name Of Post	Apply Start Date	Date Of Closing	Status
01/2017	Auxiliary nurse midwife (A N M)	03-10-2017	03-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>
02/2017	Pharmacist - Ayurvedic	03-10-2017	04-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>
03/2017	Dental Technician	03-10-2017	04-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>
04/2017	ECG technician - Junior	03-10-2017	04-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>
05/2017	Pharmacist-cum-clerk (Homeopathy)	03-10-2017	04-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>
06/2017	Laboratory Assistant	04-10-2017	04-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>
07/2017	Lady Health Visitor	04-10-2017	04-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>
08/2017	Nursing Officer	04-10-2017	04-11-2017	<input checked="" type="checkbox"/> <a href="#">Click Here to apply</a> <a href="#">pdf not available</a>

### 3. Click on Upload/ Photo Signature option

The screenshot shows the 'CGHS Recruitment Application System' interface. At the top, there is a navigation bar with links for 'Welcome testejas!', 'Log Out', 'Change Password', 'Home', 'Skip to Main Content', and 'Skip to Navigation'. The main header displays the system name and the 'MahaOnline' logo. Below the header, a message states 'Click here to Download Hallticket without entering Username and Password'. The user's profile status is 'Complete'. A progress bar indicates the current step is 'Step6 : Upload Photo / Signature'. The main content area is titled 'Photo and Signature Upload' and contains two sections: 'Photo Upload' and 'Signature Upload', each with a file selection button. Below these sections, instructions specify: 'Image uploaded should be in .jpg or .jpeg format', 'Image Size uploaded should not exceed 50kb', and 'Image Height uploaded should not exceed 4.5cms (170 pixel)'.

### 4. Select Photo and signature

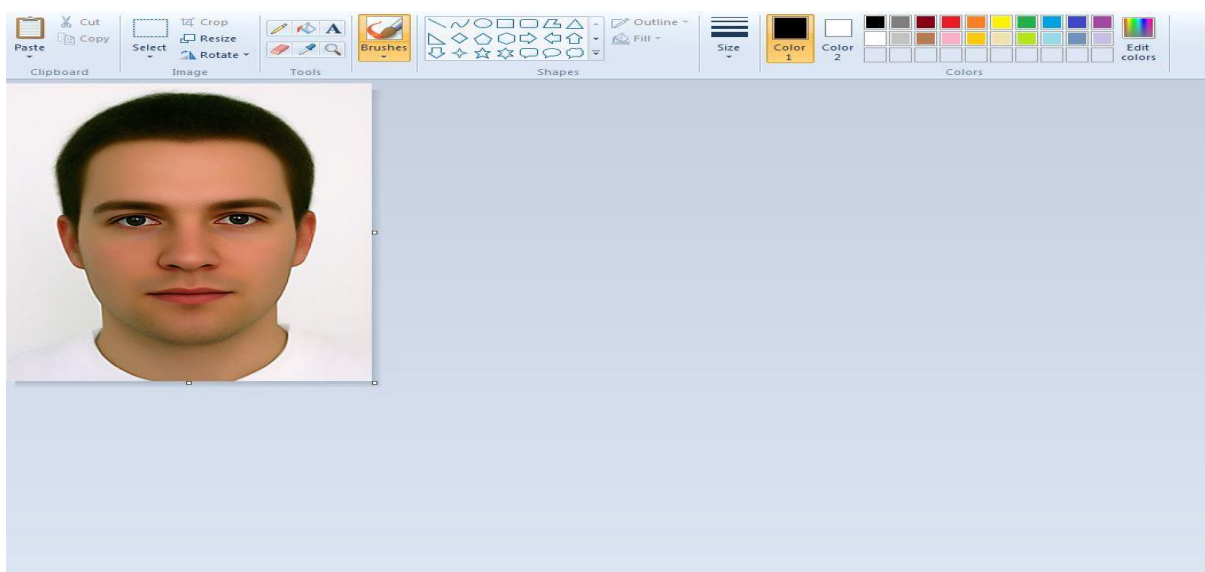
While uploading photo and signature please make sure following things.

Image Height uploaded should not exceed 4.5cms (170 pixel).

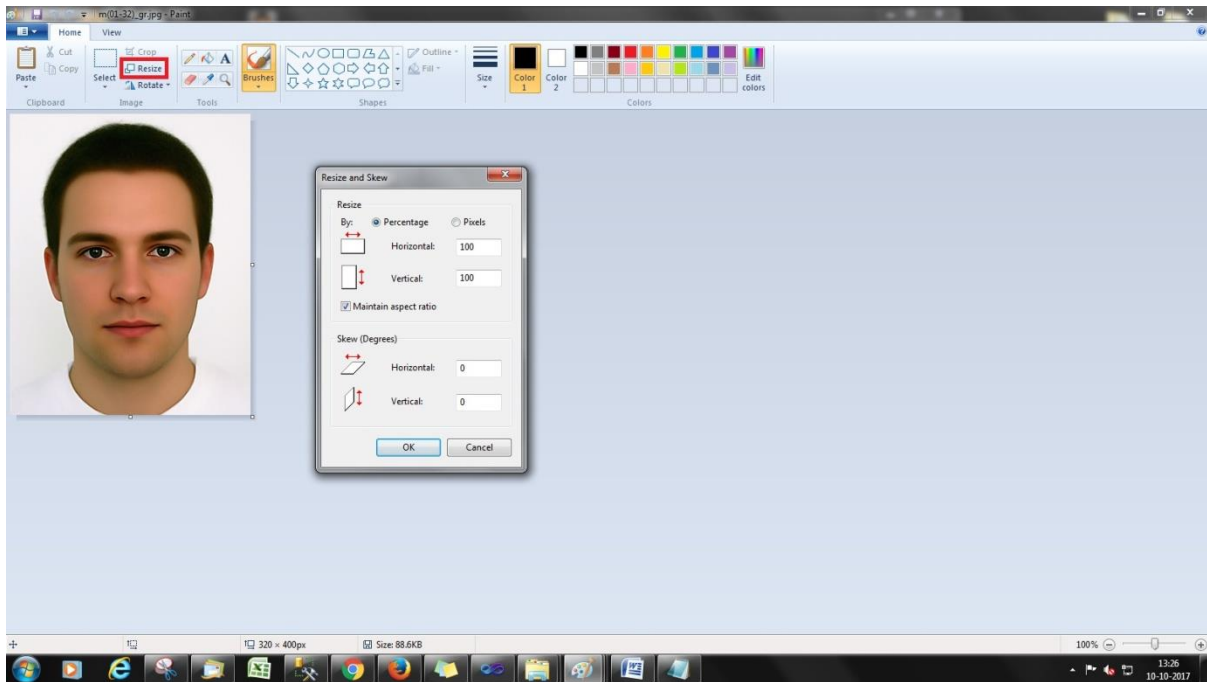
Image Width uploaded should not exceed 3.5cms (132 pixel).

### 5. To crop the photo use following procedure

#### a. Open Your Image with MS Paint



b. Click on resize link as shown below

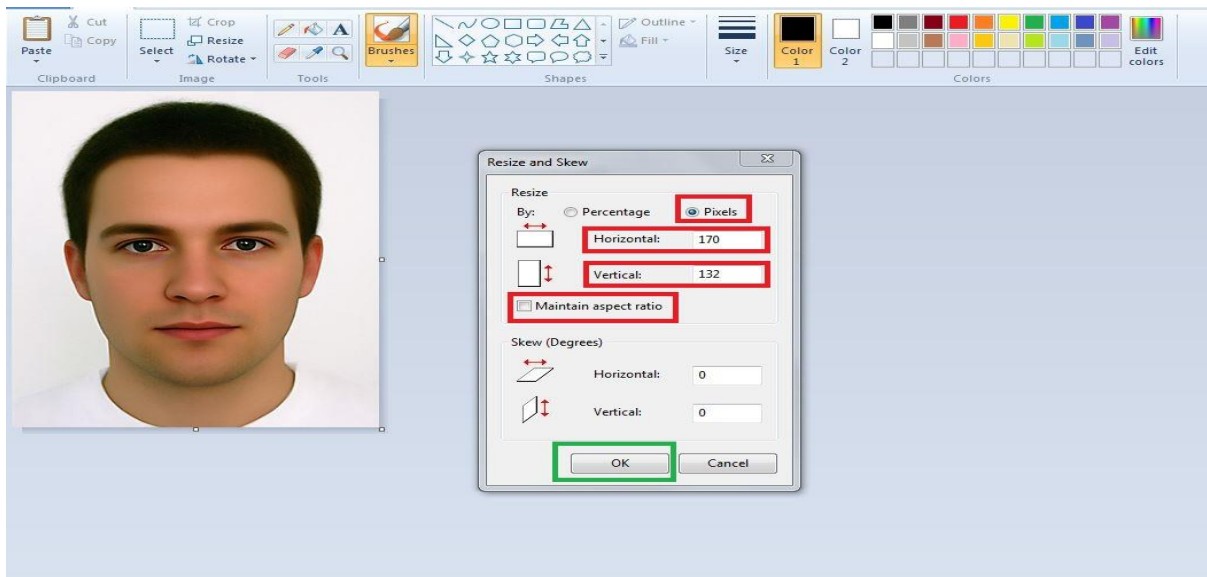


C. Choose Pixels options

Deselect Maintain aspect ratio option

Enter Height 170 px

Enter Width 132 px



Click on ok Button.

Do same thing for 'Signature' uploading process.

6. Select this image from 'Brows' option and upload.

Welcome testejas | Log Out | Change Password | Home | Skip to Main Content | Skip to Navigation | A++ A+ A A- A A

**CGHS Recruitment Application System** Mahaonline  
(A 50% Venture between Govt. of Maharashtra & TCS)


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Profile Status : Complete [Home](#) [Help](#)

\*Click on Save button to save the information before going to next Step\*

Step1 : Personal Information   Step2 : Address Information   Step3 : Other Information   Step4 : Qualification Information   Step5 : Experience Information   **Step6 : Upload Photo / Signature**

**Photo and Signature Upload**

Photo  
 Photo Upload

Signature  
 Signature Upload

Instructions :

Image uploaded should be in .jpg or .jpeg format

Image Size uploaded should not exceed 50kb.

Image Height uploaded should not exceed 4.5cms (170 pixel).

Thank You