

Central Government Health Scheme Recruitment System

cghsrecruitment.mahaonline.gov.in

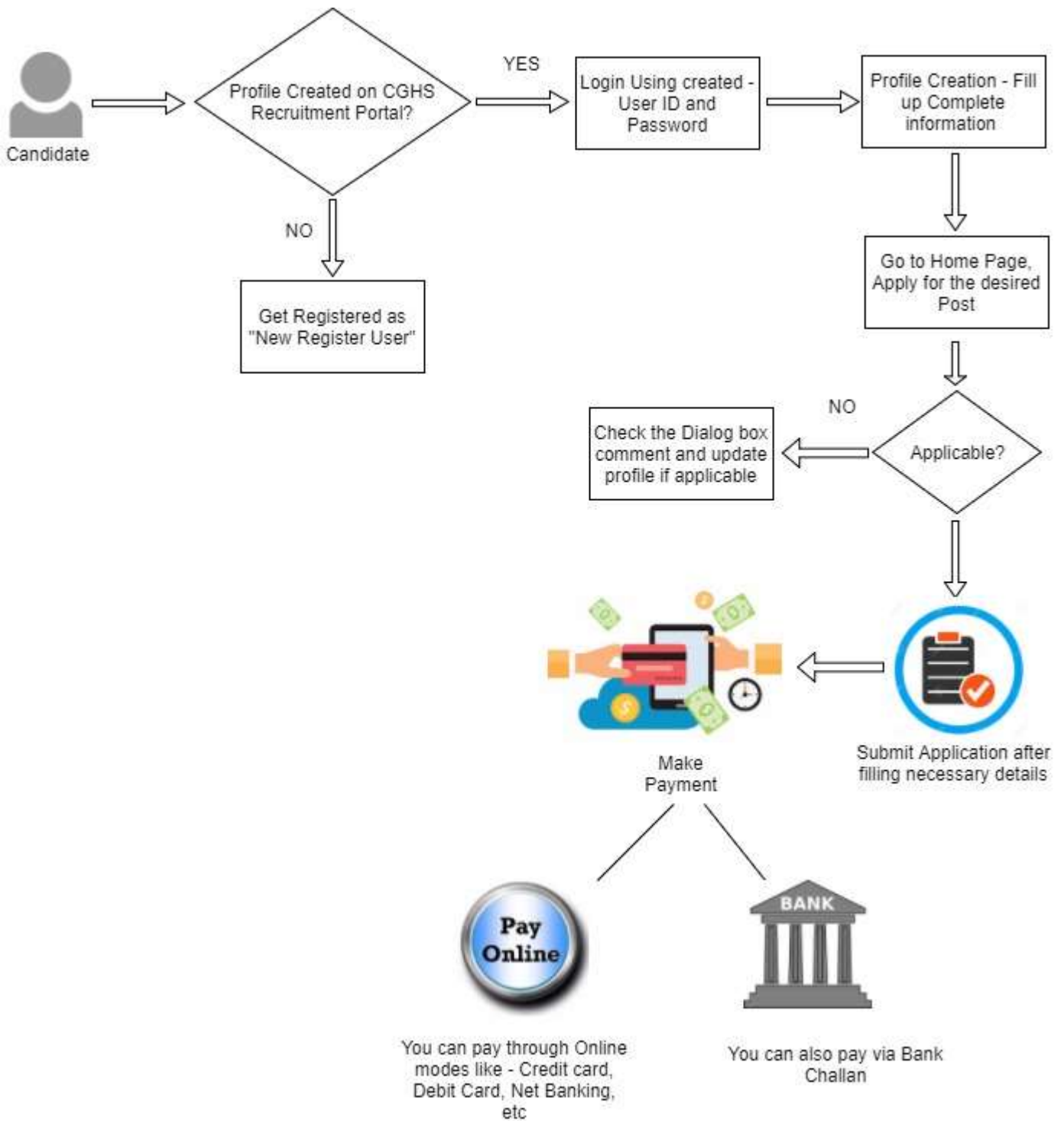
Online Recruitment System.



Contents

CGHS Recruitment Application Process Overview.....	3
Steps : Application Process	4
Step 1: New User Registration	5
Step 2: Profile Creation (One time activity)	7
1 – Personal Information:	8
2 – Address Information:	9
3 – Other Information:	10
4 – Qualification Information:.....	11
5 – Experience Information:.....	12
6 – Upload Photo/Signature:	13
Step 3: How to Apply	14
Step 4 Payment of Application Fees	15
Completion Process	18

CGHS Recruitment Application Process Overview



Steps : Application Process

1 New User Registration / Create User Account (1st time user)

2 Profile Creation (One time activity)

3 How to apply...? - Application Submission

4 Payment of Application Fees



Step 1: New User Registration

- Open Internet Browser (Google Chrome / Mozilla Firefox / Internet Explorer version 9 or higher)
- Go to address bar and type the URL: cghs.mahaonline.gov.in and press Enter to open Online Application System.

[Click here to Download Hallticket without entering Username and Password](#)

New User Registration

Login

User Name

Password

[Login](#)

[Forgot Password / User Name ?](#)

Notice to candidates

Three Steps for Application

1. Create Profile / Update Profile
2. Submit Application
3. Pay Exam Fee

Mahaonline Help Line

☎ 022-61316417

✉ cghs.support@mahaonline.gov.in

🌐 suvidha.mahaonline.gov.in

Guidelines for Candidate

📄 [Instruction Set for Online Application Process \(File Size : 885.34 KB \)](#)

📄 [Pop Up Blocker Guidance \(File Size : 769.71 KB \)](#)

📄 [Forgot Password \(File Size : 0 Bytes \)](#)

📄 [Instruction for Cropping Photo and Signature \(File Size : 885.14 KB \)](#)

Support timing : Monday to Friday 9:00 AM to 8:00 PM , Saturday & Sunday : 9:30 AM to 6:30 PM

Advertisements

Advertisement No.	Name Of Post	Apply Start Date	Date Of Closing	Status
01/2017	Auxilliary nurse midwife (A N M)	03-10-2017	03-11-2017	See Requirements (File Size: 378.79KB)
02/2017	Pharmacist - Ayurvedic	03-10-2017	04-11-2017	See Requirements (File Size: 380.15KB)
03/2017	Dental Technician	03-10-2017	04-11-2017	See Requirements (File Size: 373.80KB)
04/2017	ECG technician - Junior	03-10-2017	04-11-2017	See Requirements (File Size: 375.16KB)
05/2017	Pharmacist-cum-clerk (Homeopathy)	03-10-2017	04-11-2017	See Requirements (File Size: 377.45KB)
06/2017	Laboratory Assistant	04-10-2017	04-11-2017	See Requirements (File Size: 389.82KB)

Currently No Latest News Available

- New User Registration / Create User Account (1st time user) cont...
- Click on New User Registration button as highlighted below

Click here to Download Hallticket without entering Username and Password

Advertisements

विज्ञापन क्र.	विज्ञापन का विवरण	आवृत्ति की शुरुआत	आवृत्ति खत्म की तिथि	श्रेणी
910217	अनुसंधान अधिकारी (अनुसंधान)	03-10-2017	03-11-2017	• अधिष्ठाता (अनुसंधान)
020217	सहायक सहायक (अनुसंधान)	03-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
030217	अनुसंधान अधिकारी	03-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
040217	अनुसंधान अधिकारी (अनुसंधान)	03-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
050217	सहायक सहायक (अनुसंधान)	03-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
060217	सहायक सहायक (अनुसंधान)	04-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
070217	सहायक सहायक (अनुसंधान)	04-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
080217	सहायक सहायक (अनुसंधान)	04-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
090217	सहायक सहायक (अनुसंधान)	04-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)
100217	सहायक सहायक (अनुसंधान)	04-10-2017	04-11-2017	• अधिष्ठाता (अनुसंधान)

उम्मीदवारों को सूचित
 1. आवेदन पत्रों को भेजने का समय
 2. आवेदन शुल्क का भुगतान

Mahaonline Help Line
 011-23130421
 mahaport@mahaonline.gov.in

Guidelines for Candidate
 Instruction Set for Online Application Process (PDF)
 Size: 6.5 Kbytes

Create a New Account

Login Details

User Name*

Email*

Mobile No.* (4)

Date of Birth*

Password*

Confirm Password*

Verification Image

Enter the text as in the image*

93553EE

Create User

- Kindly fill all the details and create new user.

Step 2: Profile Creation (One time activity)

Login into system with Registered User Name and Password. Home page will get open as shown below. It will display four tabs HOME,PROFILE CREATION,MY ACCOUNT,HELP and Advertisement list.



- Profile Creation is one time activity, if candidate has already created his/her profile then directly move on step 3
- Click on Profile Creation button as highlighted below to fill candidate's information.



- Profile is divided in 6 Steps as highlighted below. Fill data and click on **SAVE AND PROCEED** button to save filled data and to go to Next Profile Step. Initially Profile Status will be InComplete.
- After filling all information your profile will be complete.

1 - Personal Information:

This step captures candidate's personal information like Fullname, Date of Birth, Nation. Enter all details and click on **SAVE AND PROCEED** button to save the personal details.

The screenshot displays the 'CGHS Recruitment Application System' interface. At the top, it shows the user is logged in as 'TESTEJAS' and provides navigation links. The main header is 'CGHS Recruitment Application System' with the 'MahaOnline' logo. Below the header, the 'Profile Status' is 'Complete'. A message states: 'Click on Save button to save the information before going to next step'. A progress bar shows six steps: Step 1 (Personal Information), Step 2 (Address Information), Step 3 (Other Information), Step 4 (Qualification Information), Step 5 (Experience Information), and Step 6 (Upload Photo / Signature). The 'Personal Details' form is active and contains the following fields:

- Nationality:
- Full Name (in English As per SSC/SC/ST Certificate):
- Full Name (Devanagari):
- Date of Birth: Age:
- Gender: Mother's Name:
- Landline Number: Mobile Number:
- Email ID: Married Status:
- Nationality Index:
- Person with Disability: Disability Type:

2 - Address Information:

Click on Step 2. This step captures candidate's address information like Current Address details as well as Permanent Address details.

Click on SAVE button after filling all details.

The screenshot displays the 'CGHS Recruitment Application System' interface. At the top, there is a navigation bar with the text 'Welcome EESTIE-IAS | Log Out | Change Password | Home | Skip to Main Content | Skip to Navigation | A+ A- A.A. A. 100'. The main header features the system name and the 'MahaOnline' logo. Below the header, the user's profile status is shown as 'Complete'. A message prompts the user to 'Click on Save button to save the information before going to next Step'. The application progress is shown as a series of steps: Step 1: Personal Information, Step 2: Address Information (highlighted), Step 3: Other Information, Step 4: Qualification Information, Step 5: Experience Information, and Step 6: Upload Photo / Signature. The 'Address Information' section is titled 'Correspondence Address' and contains several input fields: House No. *, Building *, Street *, Locality *, Landmark, State * (dropdown menu showing 'MAHARASHTRA'), District * (dropdown menu showing 'Mumbai City'), Taluka * (dropdown menu showing 'Mumbai City'), Village/City * (dropdown menu showing 'Mumbai City'), and PinCode *. A checkbox is present with the text 'Is Permanent Address the same as Correspondence Address?'. A 'Save' button is located at the bottom of the form. The footer contains links for 'About MahaOnline', 'Terms of Use', 'Disclaimer & Policies', and 'Accessibility Statement', along with a copyright notice: 'Copyright © 2014 MahaOnline Ltd. Joint Venture between Maharashtra State & TIC. All Rights Reserved. Since 4'.

3 – Other Information:

Click on Step 3. This step captures candidate's information like Ex-Serviceman, Govt employee, PWD employee etc.

Click on **SAVE AND PROCEED** button after filling all details.

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', 'Skip to Navigation', and accessibility options. The system title 'CGHS Recruitment Application System' and the 'MahaOnline' logo are also visible. Below the header, the user's profile status is 'Complete'. A message states: 'Click on Save button to save the information before going to next Step'. The form is divided into steps: Step 1 (Personal Information), Step 2 (Address Information), Step 3 (Other Information), Step 4 (Qualification Information), Step 5 (Experience Information), and Step 6 (Upload Photo / Signature). Step 3 is currently active and contains two sections: 'Other Details' and 'Black List'. The 'Other Details' section includes questions with dropdown menus: 'Do you want to apply for post where qualification required is less than SSC? *' (No), 'Ex-Serviceman? *' (No), 'Are you an employee of Central govt/State govt/Union Territory/PSU? *' (Yes), 'Are you employee of P.W.D.? *' (Yes), and 'Whether liable to be disqualified for the Government Service according to the provisions of government of India rules? *' (No). The 'Black List' section includes: 'Whether any prosecution is pending in any Court of Law against you? *' (No), 'Whether disciplinary or any other similar action is initiated by Bar Council or Medical Council or Association or other Professional/Vocational Institution? *' (No), and 'Whether any disciplinary action has been initiated by Government/Semi-Government Organisations against you? *' (No).

4 – Qualification Information:

Click on Step 4. This step captures candidate's Qualification details. Candidate should enter all qualifications achieved in details like (SSC, HSC, Graduation, Post graduation etc)

Click on ADD button after filling all details to add details. Multiple entries can be done.

After click on **ADD** button, data will get added in table as shown below. This data can be edited by click on **EDIT** button and can be deleted by click on **DELETE** button.

Click on **SAVE AND PROCEED** button after adding all details to save all filled details.

The screenshot shows the 'CGHS Recruitment Application System' interface. At the top, there is a navigation bar with links for 'Welcome TESTTEAS!', 'Log Out', 'Change Password', 'Home', 'Skip to Main Content', 'Skip to Navigation', and accessibility options. The main header displays the system name and the 'MahaOnline' logo. Below the header, the user's profile status is shown as 'Complete'. A red message states: 'Click on Save button to save the information before going to next Step'. The application process is divided into six steps: Step 1 (Personal Information), Step 2 (Address Information), Step 3 (Other Information), Step 4 (Qualification Information), Step 5 (Experience Information), and Step 6 (Upload Photo / Signature). Step 4 is currently active. The 'Qualification Details' form includes a warning: 'If you want to apply for posts where qualification required is below SSC (10th) then please go to "Other Details" and mention "Do you want to apply for post where qualification required is less than SSC?" as "Yes"'. The form fields are: Qualification Type (dropdown), Name of Degree (dropdown), Subject (dropdown), State (dropdown), Board/University (dropdown), Result (dropdown), Result Date (text), Attempts (text), Percentage (text), Course Duration (In Months) (text), Class (dropdown), Mode (dropdown), Compulsory Subjects (text), and Optional Subjects (text).

5 - Experience Information:

Click on Step 5. This step captures candidate's Experience details. Candidate should enter all Professional Experience in details.

Click on ADD button after filling all details to add details. Multiple entries can be done.

After click on ADD button, data will get added in table as shown below. This data can be edited by click on EDIT button and can be deleted by click on DELETE button.

Click on **SAVE AND PROCEED** button after adding all details.

The screenshot displays the 'CGHS Recruitment Application System' interface. At the top, there is a navigation bar with links for 'Welcome TESTIEJAS!', 'Log Out', 'Change Password', 'Home', 'Skip to Main Content', and 'Skip to Navigation'. There are also accessibility icons for font size and contrast. The main header features the CGHS logo and the text 'CGHS Recruitment Application System' along with the 'MahaOnline' logo.

Below the header, the 'Profile Status' is shown as 'Complete'. A red message states: 'Click on Save button to save the information before going to next Step!'. The navigation steps are: Step 1: Personal Information, Step 2: Address Information, Step 3: Other Information, Step 4: Qualification Information, **Step 5: Experience Information**, and Step 6: Upload Photo / Signature.

The 'Experience Details' form contains the following fields:

- Employment (Present/Past) * (Dropdown menu)
- Organisation / Department * (Text input)
- Is Office/Institution owned by Govt. of Maharashtra? * (Dropdown menu)
- Designation * (Text input)
- Nature Of Post * (Dropdown menu)
- Whether the post is Gazetted? * (Dropdown menu)
- Nature Of Appointment * (Dropdown menu)
- Pay Scale * (Text input)
- Grade Pay (Text input)
- Basic Pay * (Text input)
- From Date * (Text input)
- To Date * (Text input)

At the bottom of the form, there are input fields for 'Year', 'Month', and 'Day'.

6 - Upload Photo/Signature:

Click on Step 6. This step captures candidate's Photo and Signature.

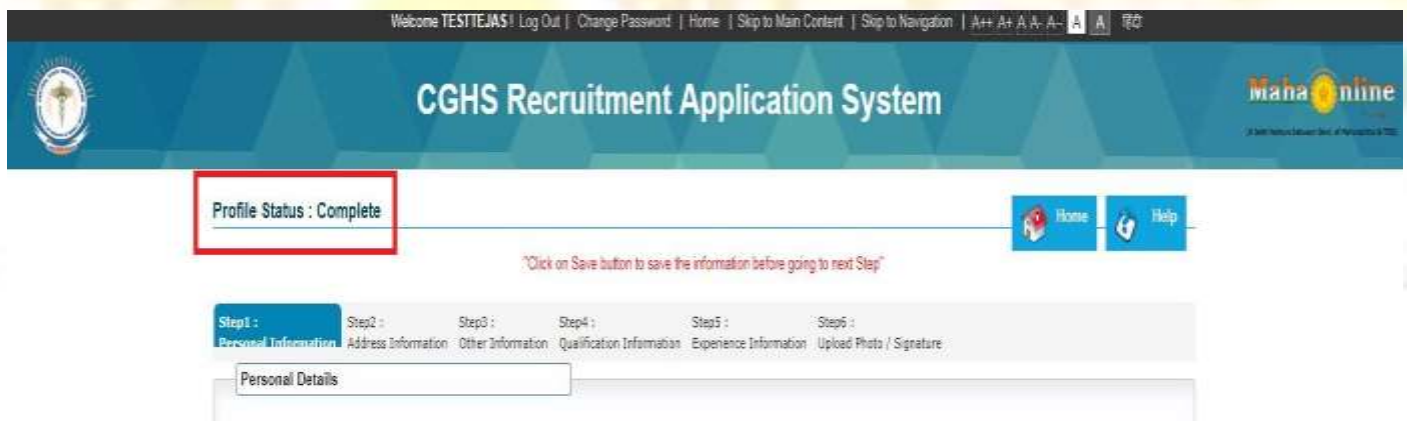
Click on Browse button to select image to upload.

It will open a window to select scanned photo/signature as shown below.

Select appropriate image file and click on OPEN button.

After selecting both images (Photograph/Signature), it will display both images. Click on **SAVE** button to save selected Photograph and Signature.

After filling entire profile information and click on SAVE button the status of profile will change to Complete.



Now candidate can apply to Advertisement for which He / She is eligible in this system.

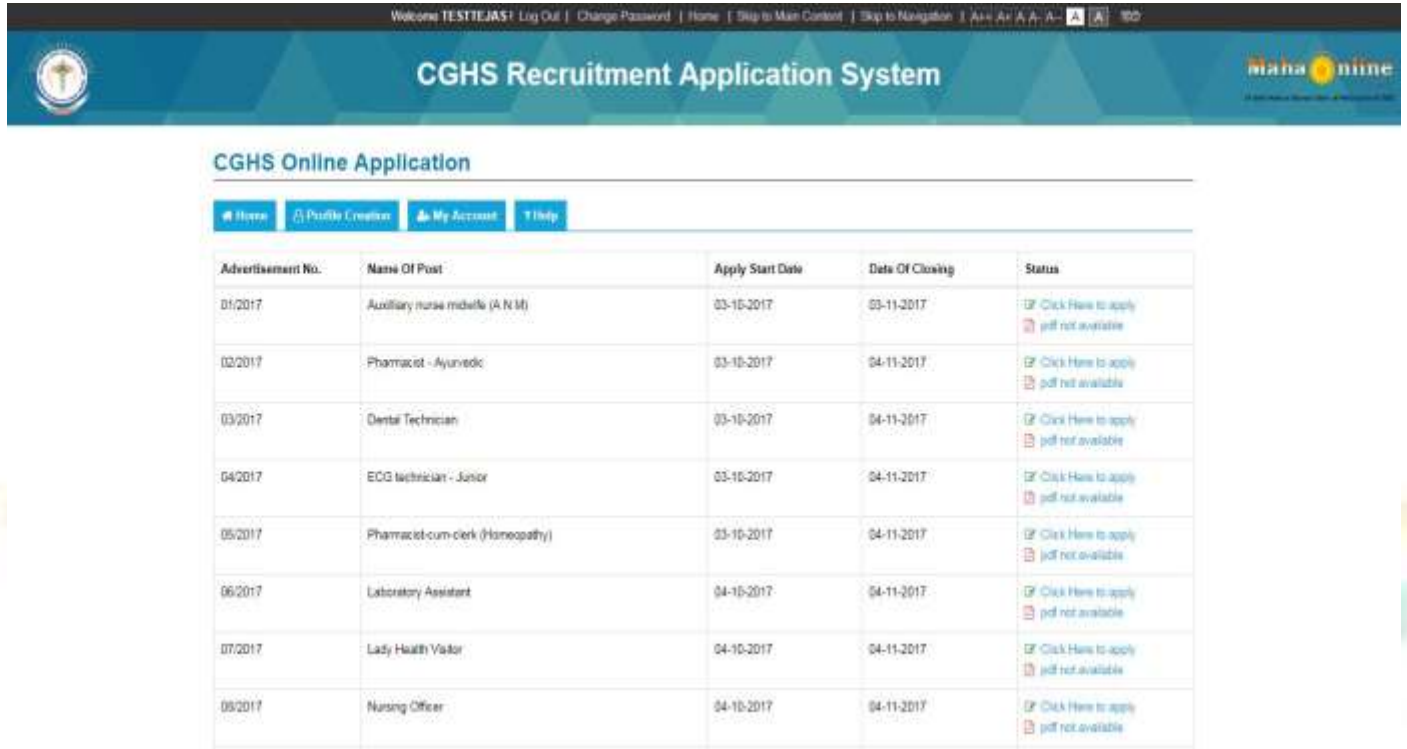
Note : Candidate can registered once and can update his profile number of times.

Step 3: How to Apply

Once you click on Office name, it will show all the active exams of that particular Office name with “Click here to apply” link.

All available exams will be displayed as below.

To apply for any advertisement, click on “Click Here to Apply”.



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	Click Here to apply pdf not available
02/2017	Pharmacist - Ayurvedic	03-10-2017	04-11-2017	Click Here to apply pdf not available
03/2017	Dental Technician	03-10-2017	04-11-2017	Click Here to apply pdf not available
04/2017	ECG technician - Junior	03-10-2017	04-11-2017	Click Here to apply pdf not available
05/2017	Pharmacist-cum-clerk (Homeopathy)	03-10-2017	04-11-2017	Click Here to apply pdf not available
06/2017	Laboratory Assistant	04-10-2017	04-11-2017	Click Here to apply pdf not available
07/2017	Lady Health Visitor	04-10-2017	04-11-2017	Click Here to apply pdf not available
08/2017	Nursing Officer	04-10-2017	04-11-2017	Click Here to apply pdf not available

On click of “Click Here to Apply”, if all criteria of advertisement are matching with candidate's profile filled in system then the application form will be open as below or else candidate has to update his/her profile if he/she does not fit into the criteria of advertisement.

Application form will fetch candidate's all required information from candidate's profile.

Check all information displayed in application form. Fill all questions asked (if any), select Post preference (if any).

After checking all information from application form, click on Submit button to submit the form.

On click of Submit button and Successful application submission, it will display message with Transaction Id.

Step 4 Payment of Application Fees

After successful Application submission, candidate should go to My Account

Click on My Account button.

My Account : This page will display View Profile, Update Profile and Print Profile under My Profile heading as well as Direct Recruitment under My Application heading. Click on Direct Recruitment link.

My Account : This page will display View Profile, Update Profile and Print Profile under My Profile heading as well as Direct Recruitment under My Application heading. Click on Direct Recruitment link.

On selection of Exam Year and name of Office, Exam name, all applied application list will be displayed as shown below. If Application Status of selected advertisement is Unpaid then link for payment will be displayed.

To pay the fees, click on **Pay Now** button.

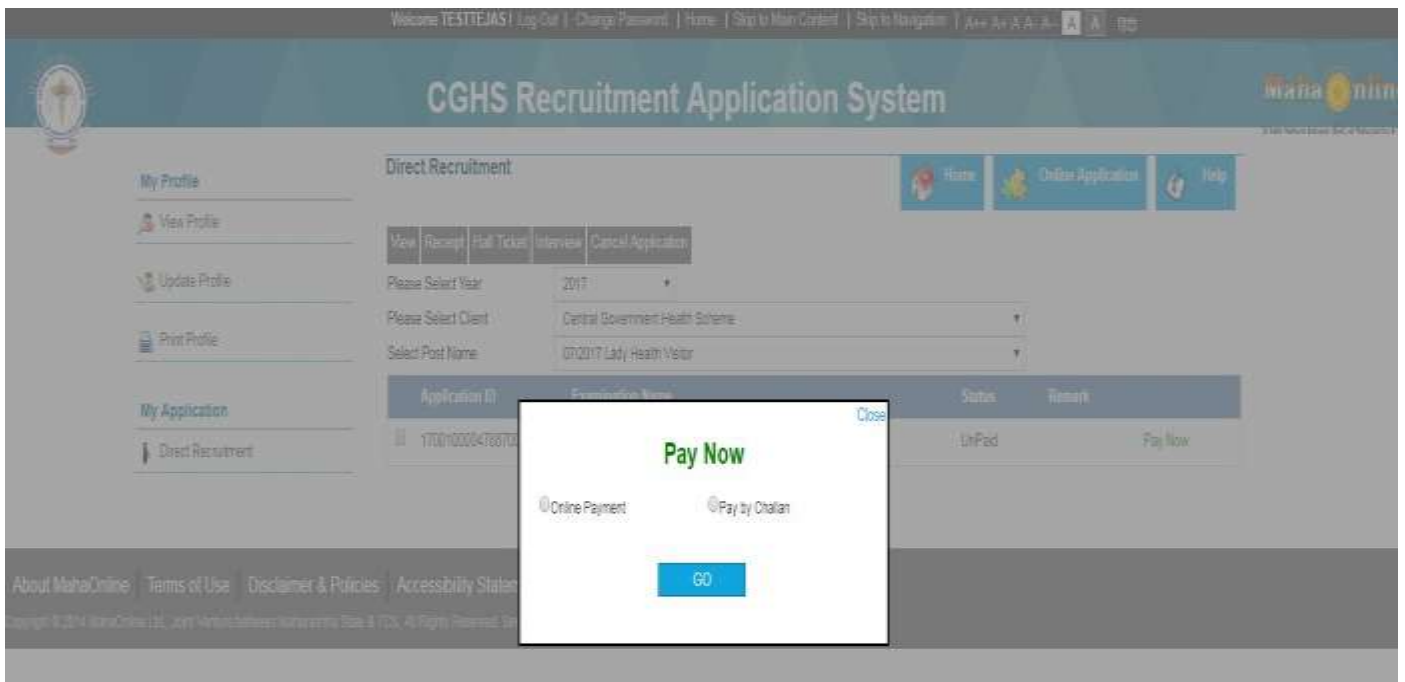
The screenshot displays the 'CGHS Recruitment Application System' interface. The top navigation bar includes links for 'Home', 'Online Application', and 'Help'. The main content area is divided into 'My Profile' and 'My Application' sections. Under 'My Application', the 'Direct Recruitment' link is active, leading to a form with dropdown menus for 'Please Select Year' (2017), 'Please Select Client' (Central Government Health Scheme), and 'Select Post Name' (07/2017 Lady Health Visitor). Below the form is a table of applications:

Application ID	Examination Name	Status	Remark
1750100004788705000005	07/2017 - Lady Health Visitor (04/15/2017)	UnPaid	Pay Now

At the bottom of the page, there are links for 'About MahaOnline', 'Terms of Use', 'Disclaimer & Policies', and 'Accessibility Statement'. The footer text reads: 'Copyright © 2014 MahaOnline Ltd., Joint Venture between Maharashtra State & TCS. All Rights Reserved. Device A'.

On click of Pay Now, it will ask to select Mode of Payment, Candidate can pay fees using Two options:

Online Payment and **Bank Challan**



Online Payment : If candidate selects Online Payment mode then system will redirect candidate to Payment Gateway to proceed the Online Payment Process. Candidate can Pay the fees using Debit Card, Credit Card, Online Banking.

Bank Challan (SBI) : If candidate selects Payment mode as Bank Challan then system will display Bank Challan as shown below. Candidate should take print out of the Challan and after 2-3 hrs, pay the fees in nearest SBI branch.

The image shows two payment receipts from the State Bank of India for the Central Government Health Scheme. The left receipt is labeled 'BRANCH COPY' and the right is 'CANDIDATE COPY'. Both receipts are for a 'Lady Health Visitor' with a registration ID of 000300. The applicant's name is 'MUNU TEJAS VILAS'. The application fee is ₹90.00 and bank charges are ₹62.00, totaling ₹152.00. The total amount paid is ₹252.00. The receipts also include fields for Registration ID/Ref No., Date of Birth, Applicant's Name, Application Fee Rs., Bank Charges Rs., and Total Rs. Below the receipts are notes regarding application procedures and payment instructions.

BRANCH COPY		CANDIDATE COPY	
REGISTRATION ID/REF NO.	0047802171007000001	REGISTRATION ID/REF NO.	0047802171007000001
DATE OF BIRTH (DDMMYYYY)	04/03/1987	DATE OF BIRTH (DDMMYYYY)	04/03/1987
APPLICANT'S NAME	MUNU TEJAS VILAS	APPLICANT'S NAME	MUNU TEJAS VILAS
APPLICATION FEE RS.	90.00	APPLICATION FEE RS.	90.00
BANK CHARGES RS.	62.00	BANK CHARGES RS.	62.00
TOTAL RS.	152.00	TOTAL RS.	152.00
TRANSACTION/DEPOSIT DATE (DDMMYYYY)		TRANSACTION/DEPOSIT DATE (DDMMYYYY)	
TRANSACTION ID (BANK JOURNAL NO.)		TRANSACTION ID (BANK JOURNAL NO.)	

NOTE:
 1) Application No. (for Office Purpose) 1181000017870000000
 2) Candidate to ensure the Registration ID/Ref No. and Date of Birth is correctly entered by Bank.
 3) Candidate can pay Application Fees by Challan in any SBI Branch during working hours of Bank after 2hrs of Submission of Online Form.
 4) Candidate who submits Application on Last Date can Pay Application Fees on Next working day of Bank.
 5) SBI branches may contact AGM Govt Business Division Mumbai Main branch in case of any query.
 6) Last Date of Payment of Fees by Challan is 08/11/2017
 Developed and Powered by Maharashtra

After successful payment, Payment status of Examination will get change to Paid.
 In case of SBI Bank Challan, 48 hrs time is required to get status updated as Paid

After successful payment, Payment status of Examination will get change to Paid.
 In case of SBI Bank Challan, 48 hrs time is required to get status updated as Paid

Completion Process

Completion of all below steps successfully completes the Application Submission Process.

1 New User Registration / Create User Account
(1st time user)

2 Profile Creation (One time activity)

3 How to apply...? - Application Submission

4 Payment of Application Fees

Thank You...!!!

&

**Wish you best of luck for
your exam...!!!**

