



State Centre of Excellence –Severe Acute Malnutrition (SCoE- SAM)

बाल एवं शिशु रोग विभाग

Department of Pediatrics

अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर, छत्तीसगढ़

All India Institute of Medical Sciences, Raipur (CG)

AIIMS/PED/SCoE/2022/267

Date: 02 June 2022

**ADVERTISEMENT FOR VARIOUS POST ON CONTRACTUAL BASIS IN THE
PROJECT STATE CENTRE OF EXCELLENCE OF SEVERE ACUTE
MALNUTRITION(SCOE-SAM), DEPARTMENT OF PEDIATRICS,AIIMS RAIPUR,
CHHATTISGARH-492099.**

Applications are invited for filling up of following posts under the SCoE-SAM, Department of Pediatrics AIIMS, Raipur, Chhattisgarh, purely on contractual basis as per below mentioned details:

Sr. No.	Post designation	No. of vacancy	Nature of post*	Salary
1.	Feeding Demonstrator /Nutritionist	1	Contractual	Rs. 18,000 per month
2.	Cook cum care taker	2	Contractual	Rs. 10,067 per month
3.	Attendant / Cleaner	1	Contractual	Rs. 9,240 per month

* All the posts mentioned above are Under UNICEF grant as per MOU.

Sr. No. 1.

Feeding demonstrator cum Nutritionist

Major duties and responsibilities

- Assessing the feeding problem of each child & giving individual counseling to mothers. Charting out specific therapeutic diet plan for each child as per the Guidelines in consultation with the Pediatrician.
- Monitoring the preparation & distribution of feeds as per diet charts.
- Bringing all mothers & caregivers of the admitted children together & demonstrating the preparation of low cost nutritious energy dense culturally acceptable child foods.
- Counseling and demonstrating on various topics like nutrition & malnutrition, hygiene & sanitation, infant & young child feeding practices, immunization, family planning, etc.
- Counseling the mothers/caregivers on the emotional needs of her child & encouraging them to give sensory stimulation.
- Providing group counseling & demonstrating to mothers on structured play therapy for psychosocial stimulation. Engaging the children in play therapy for at least 30 minutes each day.
- Providing group counseling to mothers of all children admitted in the Department of Pediatrics, AIIMS Raipur (eg. Pediatric or general ward) and also to mothers of children present.
- Maintaining various records including registers, e-reports, sheets, etc.
- Filling up the discharge cards with the support of the staff Nurses & counseling mothers relatives regarding follow-up schedule at the NRC & home visits by AWWs/ANMS/Mithanin
- Overseeing the cleanliness & ensuring hygiene practices at SMART unit.
- Maintaining a daily time table for activities assigned to various stakeholders.

Tatibandh, GE Road, Raipur - 492 099 (CG)

mail.:scoesamaiimsrpr@gmail.com

Department of Pediatrics, AIIMS, Raipur

Inward No. Date Sign

Outward No. 267 Date 02/06/22 Sign (2)

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प्राध्यापक एवं प्रमुख, बाल एवं शिशु रोग विभाग
एम्स, रायपुर (छ.ग.)
Professor & Head, Department of Paediatrics
AIIMS, Raipur (C.G.)



अखिल भारतीय आयुर्विज्ञान संस्थान

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- Liaisoning with staff and administrative stakeholders for effective running of the SMART unit.
- Liaisoning with Mithanin, ANM, AWWs, FDs of the NRCs in the catchment area.
- Following up of the children discharged from the SMART Unit by contacting mothers and frontline workers of ICDS (AWWs) and Health (ANM/ASHAS).
- Reporting and completion of any work assigned by Project Director and Project Coordinator

Essential qualification	*Graduate in food and Nutrition/home Science or equivalent from recognized institute/university *Female candidate is preferable. *Nursing course will be preferable (B.Sc Nursing, General Nursing Midwifery (GNM) , Auxiliary Nurse Midwifery (ANM).
Experience	*Certification Course on breastfeeding and feeding demonstration will be preferred.(consider for short listing in interview) *Working experience in NRC or any nutrition rehabilitation facility in medical centre for more than 1 year (consider for short listing in interview)
Professional Fees	Rs. 18,000 /-per month
Estimated Travel	As per the requirement
Age limit	30 years
Location	State Center of Excellence SAM Management- Dept of pediatrics, AIIMS Raipur .
Duration	The project duration is from June 2022 to 31 December 2022. The successful candidate shall be issued an initial contract till 31 st December 2022, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

Sr. No. 2.

Cook cum care taker

Major duties and responsibilities

- Preparing therapeutic diet (F-75,F-100 and Food-based Diet) for children as prescribed by the Pediatrician under the supervision of the Nutrition Counselor.
- Involving mothers & care givers of admitted children in the preparation of such therapeutic food.
- Preparing appropriate food for the mothers/caregivers as per approved weekly menu.
- Purchasing daily requirements such as groceries, milk, etc. locally under the supervision of the Nutrition Counselor.
- Cleaning the utensils, kitchen & the equipment used in the kitchen for the preparation of food.
- Reporting and completion of any work assigned by Project Director and Project Coordinator.

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Essential qualification	*12 th class pass from recognized board * Certificate Course in Dietetics.(1 Year Minimum) will be preferred for short listing in interview
Experience	*Working experience in medical facility as a cook for at least 1 year will be preferred for short listing in interview.
Professional Fees	Rs 10,067/- per month
Age limit	30 years
Location	State Center of Excellence SAM Management- Dept of pediatrics, AIIMS Raipur
Duration	The project duration is from June 2022 to 31 December 2022. The successful candidate shall be issued an initial contract till 31 st December 2022, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

Sr. No. 3.**Attendant / Cleaner****Major duties and responsibilities**

- Helps patients by supporting personal hygiene and daily living needs and providing comfort and transportation.
- Provides patients' personal hygiene by giving bedpans, urinals, baths, backrubs, shampoos, and shaves; assisting with travel to the bathroom; and helping with showers and baths.
- Provides for activities of daily living by assisting with serving meals, feeding patients as necessary; ambulating, turning, and positioning patients; and providing fresh water and nourishment between meals.
- Provides patient comfort by utilizing resources and materials, transporting patients, answering patients' call lights and requests, and reporting observations of the patient to nursing supervisor.
- Documents actions by completing forms, reports, logs, and records.
- Assisting nurses and other staff when needed
- Clean, stock and supply designated facility areas (dusting, sweeping, vacuuming, mopping, cleaning ceiling vents, restroom cleaning etc)
- Perform and document routine inspection and maintenance activities
- Carry out heavy cleansing tasks, make adjustments and minor repairs, Stock and maintain supply rooms
- Cooperate with the rest of the staff & follow all health and safety regulations.
- Reporting and completion of any work assigned by Project Director and Project Coordinator.

Essential qualification	* At least Matriculation pass from recognized board.
Essential Experience	* Working experience in hospital as a attendant /cleaner preferably in government more than 1 year will be preferred and considered for short listing in interview

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Date: June 2022

Professional Fees	Rs 9,240/- per month
Age limit	30 years
Location	State Center of Excellence SAM Management- Dept of pediatrics, AIIMS Raipur
Duration	The project duration is from June 2022 to 31 December 2022. The successful candidate shall be issued an initial contract till 31 st December 2022, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

Selection procedure

- The applications received will be scrutinized by the selection committee as per the qualification and experience mentioned in the advertisement. .
- Shortlisted candidates will called for the interview or written test after scrutiny of the documents .
- The list of shortlisted candidates will be displayed on website who found eligible for interview or written test.
- The candidates are advised to check the college website <http://www.aiimsraipur.in> for the date, time and venue for the interview or written test. No separate communication will be sent to the candidates.
- Selection will be purely on merit basis.
- Date and time of Walk in Interview: will be notified on website for shortlisted candidates.
- For any queries contact or write to scoesamaiimsrpr@gmail.com with a subject "Recruitment of staff for SCoE".

General Information to the Candidate:

- Candidates have to download and print the **Application form attached** below the advertisement and submit the same with self -attested Xerox copy of the certificates. The duly filled application form along with certified copies of relevant documents should be sent either through speed post/ registered post to **Dr. Anil Kumar Goel, Professor and Head, Department of Pediatrics, Gate No. 04, D Block, fourth floor, room no. 431 ,G.E Road, AIIMS Raipur Pin: Chhattisgarh, Pin Code 492099** on or before 15th June 2022 by 04:00PM.
- The application envelope should be super scribed as "Application for the contractual post of "Feeding Demonstrator /Nutritionist **OR** Cook cum care taker **OR** Attendant / Cleaner AIIMS, Raipur."
- It is the sole responsibility of the candidate to track the application and the SCoE-SAM, Department of Pediatrics is no responsible for any postal delay.
- The candidate needs to submit the application as per the format. No change in serial no. order and the heading of column to be made. Annexure may be added as separate sheets, if required.
- Two recent self- signed passport sized color photographs are to be attached with stapled/pinned on first page of the Performa format.

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- Shortlisted candidate should bring one set of self- attested xerox copy of all relevant certificates photocopies of duly filled application form (As per the prescribed Performa) and all original certificates of educational qualifications, and experience certificate, identity proof, along with two photographs and set of self-attested photocopies of all certificates and relevant documents at the time of interview .
- All information / updates pertaining to this advertisement including list of shortlisted candidates, result, joining etc will be displayed on the AIIMS , Raipur website which is www.aiimsraipur.edu.in
- No individual intimation will be sent by the AIIMS Raipur to applicants. It will be the responsibility of applicants to keep abreast of the developments by visiting institute website
- No TA/DA will be paid for attending the interview..
- Candidate has to join within one week of declaration of result.
- Any attempt to unduly influence the selection process will lead to automatic dis-qualification of the applicant .

Terms and Conditions:

- It is candidates' responsibility to ascertain and ensure their eligibility as per the prescribed qualification and experience. Any misinformation detected at any stage will make the candidate disqualified and liable for legal action. Permission to appear in the selection process does not approve the eligibility of the candidate. Even after qualifying the selection process the candidate may be rendered disqualified at the time of document verification if he / she does not fulfil essential eligibility criteria.
- **The selection will not be an employment on AIIMS Raipur pay-roll. Employment will automatically terminate upon completion of the tenure mentioned in from the day of joining of duties and there is no liability for permanent employment in AIIMS, Raipur or Project Director. Also, the candidates have no right to claim permanent employment in AIIMS Raipur or UNICEF based on this job.**
- The contract can however be extended depending on the candidate's Satisfactory performance and budget grant from the funding agency and continuing requirement for the position.
- Reservation and relaxation to various categories of candidates will be advisable as per the government of India rules, or provided that they submit valid caste/category.
- Record of this recruitment will be preserved for the period of six months from the date of declaration of result after the completion of above period all documents related to this recruitment will stand destroyed.

Tenure: The assignments are purely on contract basis for the period specified above. This appointment will not vest any right to claim by the candidate for regular appointment or Permanent absorption in AIIMS Raipur or UNICEF or for continued contractual appointment.

Expiry of Contract: The contract will automatically expire on completion of period specified above until it is renewed with mutual consent for the decided period. The contractual appointment can be terminated at any time by either side by giving 30 days' notice or salary in lieu thereof.

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Accommodation: No hostel or any other accommodation will be provided by the Institute for attending the interview at any stage of recruitment.

Leave rule: Candidate will be entitled to have 12 days leave (including medical and casual leave) in a calendar year (Annually) on pro-rata basis. Leave encashment and carryover of leave for tenure will be not being admissible. The candidate who is already in government service shall submit "No Objection Certificate" from the present employer at the time of interview.

Canvassing of any kind will lead to disqualification.

Private practice of any type is prohibited.

He / She is expected to conform to the rules of conduct and discipline as applicable to the institute employees.

The decision of the competent authority regarding the selection of the candidate will be final and no representation will be entertained in this regard.

The candidate should not have been convicted by any Court of Law.

In case any information given or declaration by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to his appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.

Dr. Anil Kumar Goel
Programme Director (SCoE-SAM)
Professor and Head
Department of Pediatrics, AIIMS Raipur

परियोजना निदेशक
Project Director
राज्य उत्कृष्टता केन्द्र-अति गंभीर कुपोषण प्रबंधन
State Center of Excellence-Severe Acute Malnutrition
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Date: 07 June 2022

9 State :- _____

10 PIN _____

11 Contact Number _____

12 Date of Birth with documentary evidence:

Date	Month	Year

13 Gender :-Male Female

14 Caste:-GEN/OBC/SC/ST/EWS

15 **Educational Qualifications:-**

Name of the Examination	Subject/ Discipline/ Speciality	University /Institute/ College	Year of Passing final examination	Marks Obtained (Percentage)

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16.. Experience

Details of employments (in chronological order) enclose a separate sheet, duly authenticated by your signature if the space below is insufficient.						
Sr No	Name of the Office/Institute/ Organization)	Post Held	Duration of Experience		Total Duration of Experience Year(s), Month(s), day(s)	Nature of Duties
			From	To		
1.						
2.						
3.						
Total work experience				Year(s)	Month(s)	

16 Work Experience if any:-Attach annexure:

17 If selected what period would you require for joining the post:

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein if found to be incorrect or false, then I shall be liable for action as per rules in force.

Name of Candidate:

Signature of Candidate:

Date

Place

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Date: May 2022