



अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छत्तीसगढ़)  
All India Institute of Medical Sciences, Raipur (Chhattisgarh)  
G. E. Road, Tatibandh,  
Raipur-492 099 (CG)  
[www.aiimsraipur.edu.in](http://www.aiimsraipur.edu.in)

No. Admin/Rect./Cont./Store Cons./AIIMS.RPR/2025

Dated: 11.08.2020

**Advertisement for engagement to the post of Stores Consultant/Stores Officer on Contractual basis in AIIMS, Raipur**

AIIMS Raipur is an apex health care Institute, established by the Ministry of Health & Family Welfare, Government of India under the Pradhan Mantri Swasthya Suraksha Yojna (PMSSY).

AIIMS, Raipur invites **offline applications** in prescribed format from Indian nationals for engagement to the post of Stores Consultant/Stores Officer on Contractual basis (for 11 months) in AIIMS, Raipur:

<b>Name of the Post:</b>	<b>Stores Consultant/Stores Officer</b>
<b>Number of vacancy:</b>	<b>UR-01</b>
<b>Qualification:</b>	<p><b>Essential:</b> Retired official from Central Govt./State Govt/Autonomous bodies/PSU in the grade pay of Rs. 5400/GP/Level 10 (as per 7<sup>th</sup> CPC) or equivalent.</p> <p><b>OR</b> Retired officials from Central Govt/State Govt/Autonomous Bodies/PSU with atleast 5 years of regular service in Grade Pay of Rs. 4800/- or equivalent.</p> <p><b>Desirable:</b> Officials having experience of working in Medical Institutions shall be preferred.</p>
<b>Remuneration (Rs.):</b>	50,000/- per month (Consolidated)
<b>Age Limit:</b>	Up-to 65 years
<b>Contract Period:</b>	Initially for 11 (eleven) months.
<b>Job Description</b>	<p>a) Verification of fixed assets located in Administrative, Hospitals and other buildings of AIIMS Raipur.</p> <p>B) Day to Day maintenance of department wise and main fixed assets registers.</p> <p>c) Identification and marking of all fixed assets.</p> <p>d) Reflection of fixed assets chart on each cabin/office/ departments.</p> <p>e) Monthly reporting of fixed assets position.</p> <p>f) Monthly reconciliation of main fixed assets registers with its auth registers</p> <p>g) Submission of information pertaining to assigned work as &amp; when required by the authority.</p> <p>h) Any other work assigned by AIIMS Raipur.</p>

Note:

1. Age and all other qualifications/experience will be counted as on date of interview.
2. The above vacancy is provisional and subject to variation. The Director, AIIMS, Raipur reserves the right to vary the vacancies including reserved vacancies as per the Govt. of India rules/circulars and requirements. The reservation will be followed as per Government of India Rules.

**DETAILS**

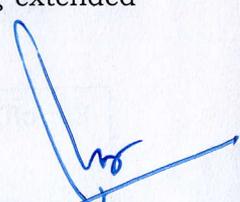
- I. **APPLICATION PROCESS:** Advertisement and Application form is hosted in the website of AIIMS, Raipur i.e. [www.aiimsraipur.edu.in](http://www.aiimsraipur.edu.in). The duly filled application form and self - attested photocopies of all relevant certificates relating to age, qualifications and experience(s) with a self-attested coloured passport size photograph should be sent by **Speed/Registered Post** to Recruitment Cell, 2<sup>nd</sup> Floor, Gate No. 05, AIIMS Raipur, G.E. Road, Tatibandh, Raipur (C.G.) Pin 492099, and should be reach on or before **27.08.2020**. The envelope should be super-scribed "**APPLICATION FOR THE POST OF Stores Consultant/Stores Officer on contractual basis**".
- II. **APPLICATION FEE:** Rs. 1,000/- to be paid in favour of "**AIIMS Raipur**" payable at Raipur by way of **Demand Draft/Banker's Cheque**. The Application fee is non-refundable and it should be attach with the application form.
- III. **SELECTION PROCEDURE:**  
Normally, all the candidates whose application forms are accepted will be called for the Interview. However, if deemed necessary, the Competent Authority reserves the right to shortlist candidates for the interview by duly appointed Search cum Selection Committee as per the criteria fixed.
- IV. **ANNEXURES:** Self-attested photocopies of Degrees, Certificates, Mark sheets, proof Age, proof of retirement etc. may be annexed to the hard copy of the application and the same shall be produced in original along with photocopy for verification at the time of interview.
- V. No TA/DA will be paid for appearing in the interview.

**TERMS & CONDITIONS**

1. Canvassing of any kind will lead to disqualification. The prescribed qualification is minimum and mere possessing the same does not entitle any candidate for selection.
2. The appointment is purely on contract basis for a period of 11 (Eleven) months or till such time the regular appointments against these vacant posts are made, whichever is earlier, with effect from the date of joining. The appointment can also be

terminated at any time, on either side, by giving one month's notice or by paying one month's salary, without assigning any reason or failure to complete the period of three months to the satisfaction of competent authority. The appointee shall be on the whole time appointment of the AIIMS and shall not accept any other assignment, paid or otherwise and shall not engage himself/herself in a private practice of any kind during the period of contract. He/She is expected to conform to the rules of conduct and discipline as applicable to the institute employees. The appointee shall perform the duties assigned to him/her. The competent authority reserves the right to assign any duty as and when required. No extra/additional allowances will be admissible in case of such assignment.

3. If an appointee wishes to apply somewhere else or resign within the first 03 (three) months of joining, then neither he/she will be issued a No Objection Certificate (NOC) nor he/she will receive any Relieving Letter or Experience Certificate.
4. The appointee shall not be entitled to any benefit like Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc. or any other benefits available to the Government Servants, appointed on regular basis.
5. The candidate should not have been convicted by any Court of Law.
6. In case of any information given or declaration by the candidate is found to be false or if the candidate has will-fully suppressed any material information relevant to this appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.
7. The decision of the competent authority regarding selection of candidates will be final and no representation will be entertained in this regard.
8. The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.
9. The appointee shall not be entitled to avail any allowances/facilities being extended to the regular/permanent faculty members of the AIIMS.
10. All disputes will be subject to jurisdictions of Court of Law at Chhattisgarh.



**Director  
AIIMS, Raipur**





10. शैक्षणिक योग्यता / Educational Qualification:-

परीक्षा का नाम / Name of the Examination	विषय / विधा / विशिष्टता / Subject/ Discipline/ Speciality	विश्वविद्यालय / संस्थान / महाविद्यालय / University/ Institute/ College	पाठ्यक्रम को पूर्ण करने की तिथि / Date of completion of course	अंतिम परीक्षा उत्तीर्ण करने का माह तथा वर्ष / Month & Year of Passing final examination	प्राप्तांक / Marks obtained	पाठ्यक्रम की अवधि / Duration of Course
अन्य कोई योग्यता						
अन्य कोई योग्यता / Any other Qualification						

(कृपया संबंधित उपाधियों को चिह्नित करें / Please tick the relevant Degrees)

11- Essential Qualification:

Whether educational and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same).		
Sr. No.	Essential Required	Possessed by the Applicant
1		
2		
3		
4		
5		
6		
7		
8		

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)	Pay-band and Grade of pay (Scale of Pay if in pre-revised scale of pay)	Nature of Duties
			From	To			
1.							
2.							
3.							
4.							
5.							
<b>Total work experience in required Grade Pay:</b>							..... <b>Year(s)</b> ..... <b>Month(s)</b> ..... <b>Day(s)</b>

Please Note:

1. Incomplete application will be rejected straight way.
2. If it is found, that the applicant has suppressed any information or given wrong information he/she will be terminated forthwith without assigning any reason.

निम्नलिखित प्रमाणपत्रों/अभिलेखों की स्वप्रमाणित प्रतिलिपियां नीचे दिए हुए क्रम में संलग्न करें।/

Attach self attested photocopies of the following certificates/documents in the order as mentioned below:-

1. जन्मतिथि से संबंधित प्रमाणपत्र /Certificate in r/o date of birth.
2. इस आवेदन प्रपत्र के क्र.स. 10 में उल्लिखित शैक्षिक योग्यता की उपाधि प्रमाणपत्र/Degree certificates of the qualification as mentioned in Sl. No. 10 of this application form.
3. अनुभव प्रमाणपत्र/Experience Certificates

**वचनबद्ध / UNDERTAKING**

मैं सत्य निष्ठा से अभिपुष्टि करता/करती हूँ कि ऊपर दी गई सूचना, जहां तक मुझे पता है, सत्य तथा सभी तरह से सही है। मैंने किसी भी सूचना को नहीं दुपाया है मैं वचन देता/देती हूँ कि इसमें दी गई कोई सूचना यदि गलत या झूठी पायी जाती है, तो मैं लागू नियमों के अनुसार की गई कार्रवाई के लिए उत्तरदायी होंऊगा/होंऊगी।

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 is found to be incorrect or false, I shall be liable for action as per rules in force.

.....  
स्थान/Place

.....  
उम्मीदवार के हस्ताक्षर/Signature of the Candidate

.....  
दिनांक/Date

.....  
उम्मीदवार का नाम/Name of the Candidate  
(स्पष्ट अक्षरों में/in block letters )