



अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छत्तीसगढ़)

All India Institute of Medical Sciences, Raipur (Chhattisgarh)

G.E. Road, Tatibandh,
Raipur - 492099 (CG)
www.aiimsraipur.edu.in

No. RC/NF-D/2022/847,

Date: 26.12.2022

ROLLING ADVERTISEMENT

FOR RECRUITMENT TO VARIOUS NON-FACULTY GROUP 'A' AND 'B' POSTS ON DEPUTATION BASIS AT AIIMS RAIPUR

Opening Date of Application	26th December 2022
The receipt of applications will be open till further notice. However, eligibility of candidates will be decided as per the following cut-off dates:-	
1st Cut-off date for receipt of duly filled-in application form along with all requisite documents	31st January 2023
2nd and subsequent cut off dates for receipt of application form for the remaining vacancies	Will be published on the website of AIIMS Raipur in due course

AIIMS Raipur is an apex healthcare institute, established by the Ministry of Health and Family Welfare, Government of India under the Pradhan Mantri Swasthya Suraksha Yojna (PMSSY) with the aim of correcting regional imbalances in quality tertiary level healthcare in the country and attaining self-sufficiency in graduate and postgraduate medical education and training.

The Director, AIIMS Raipur invites applications in the prescribed pro-forma (**Annexure B**) from the Indian nationals for the following positions on Deputation Basis:

Sr. No.	Name of the Post	Group	Pay Scale (7th CPC)	No. of Vacancy
1	Medical Superintendent	A	Level-14 + NPA	1
2	Chief Nursing Officer	A	Level-12	1
3	Senior Analyst (System Analyst)	A	Level-12	1
4	Nursing Superintendent	A	Level-11	1
5	CSSD Officer	A	Level-11	1
6	Librarian Selection Grade	A	Level-11	1
7	Senior Procurement cum Stores Officer	A	Level-11	1
8	Executive Engineer (AC &R)	A	Level-11	1
9	Executive Engineer (Electrical)	A	Level-11	1
10	Hospital Architect	A	Level-11	1
11	Principal Private Secretary	A	Level-11	2
12	Stores Officer	A	Level-10	2
13	Assistant Administrative Officer	B	Level-7	1
14	Assistant Stores Officer	B	Level-7	2
Total number of vacancies				17

I. Essential Eligibility Criteria: The essential qualifications, experience, pay scale etc. for the advertised posts are given at **Annexure- A**.

II. Important instructions to candidates:

1. The deputation will be governed by the standard terms and conditions of deputation provided under the DoPT O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time.
2. Maximum age limit for applying for the aforesaid posts, except for the post of 'Medical Superintendent', on deputation is 56 years as on the cut-off date. Maximum age limit for the post of Medical Superintendent is 58 years.
3. **Applications from Non-Government employees will not be entertained.**
4. The Officers who fulfil the prescribed qualifications/eligibility given in **Annexure-A** may submit their application in the attached format (**Annexure B**) along with the following documents through proper channel (cadre controlling authority) to Recruitment Cell, AIIMS Raipur (address given below) so as to reach on or before the cut-off date:-
 - (a) Application form completed in all aspect.
 - (b) Self-attested copies of educational qualification.
 - (c) Self-attested copies of experience certificates.
 - (d) APARs of latest five years.
 - (e) Vigilance clearance certificate.
 - (f) No Objection Certificate from cadre controlling authority.
5. The application form along with the requisite documents will be accepted only through **Speed/Registered Post**. The Institute shall not be responsible for any postal delay. Applications received after the cut-off date will be considered for subsequent round of recruitment process, subject to availability of vacancies.
6. The envelope containing the application(s) should be super-scribed "**Application for the Post of on Deputation basis.**" The address for sending the application form along with supporting documents is given below:-

Recruitment Cell

2nd floor, Medical College Building
Gate No-5, AIIMS Raipur,
G.E. Road, Tatibandh,
Raipur – 492099 (C.G.)

7. While forwarding the applications, **cadre controlling authorities** are requested to ensure that the following documents are enclosed along with the application form:-
 - (a) Duly attested photocopies of up-to-date Confidential Reports (CRs / APARs) of the latest 05 years of the officer concerned (applicant).
 - (b) Vigilance Clearance Certificate clearly stating that no vigilance/disciplinary proceedings are pending or contemplated against the candidate concerned.
 - (c) No Objection Certificate.

III. General Instructions to Candidates:

1. All India Institute of Medical Sciences, Raipur (CG) is an autonomous body established under an Act of Parliament. Service under the Institute is governed by the Act and the Rules & Regulations framed thereunder.
2. Selected candidates are expected to conform to the rules of conduct and discipline as applicable to the employees of AIIMS Raipur.
3. The decision of the competent authority regarding the selection of candidates will be final and no representation / communication will be entertained in this regard.
4. The Director, AIIMS Raipur reserves the right of any amendment, cancellation, and changes to this advertisement as a whole or in part without assigning any reason.
5. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw any communication made to the candidate.
6. No TA/DA will be paid for appearing in the interview/recruitment process which will be held at AIIMS Raipur or any other place as decided by the Director, AIIMS Raipur.
7. All the communication to candidates regarding recruitment process will be made through email ID provided by them in their online application form.
8. All the information / updates related to the recruitment will be uploaded on the website of the AIIMS Raipur (www.aiimsraipur.edu.in). Candidates are advised to regularly visit the website of AIIMS Raipur for updates.
9. In case of any assistance or clarifications regarding the recruitment, candidates may contact: recruitment@aiimsraipur.edu.in. Candidate must mention his/her application ID & Post applying/applied in the Subject line of e-mail. They may also call on **0771-2577267** for clarification, if any.

-Sd-
Dy. Director (Admin.)
AIIMS Raipur

Essential Eligibility Conditions

1	Post Name	Medical Superintendent (Group 'A')
	Pay Scale	Level-14 as per 7 th CPC + NPA
	Essential Eligibility Conditions	<p>Essential: Officers holding analogous posts in Central Government/State government with the following educational qualifications may apply for the post:</p> <p>(i) A Medical Qualification included in the First or Second Schedule or Part II of the third Schedule to the Indian Medical Council Act of 1956 (Persons possessing qualifications included in part II or third Schedule should also fulfill the conditions specified in Section 13(3) of the Act.</p> <p>(ii) A Post Graduate Qualification, e.g. MD or MS or a recognized qualification equivalent thereto or MHA (Masters in Hospital Administration) or a Post Graduate Degree recognized as equivalent to M.H.A. by the Medical Council of India.</p> <p>Required Experience: Ten years' experience in Hospital Administration in Hospitals after obtaining the P.G. Degree in a senior position preferably in hospitals with 300 or more beds.</p>
2	Post Name	Chief Nursing Officer (Group 'A')
	Pay Scale	Level-12 as per 7 th CPC
	Essential Eligibility Conditions	<p>Officers of the State/ Central Government or Statutory/ Autonomous Bodies:</p> <ol style="list-style-type: none"> Holding analogous posts. <p style="text-align: center;">Or</p> <ol style="list-style-type: none"> With 5 years of regular service in the post in the relevant field in the PB 3 with Grade Pay of Rs. 6600/- (Pay Level 11 as per 7th CPC). <p style="text-align: center;">Or</p> <ol style="list-style-type: none"> With 10 years of regular service in the post in the relevant field in the PB 3 with Grade Pay of Rs. 5400/- (Pay Level 10 as per 7th CPC).
3	Post Name	Senior Analyst (System Analyst) (Group 'A')
	Pay Scale	Level-12 as per 7 th CPC
	Essential Eligibility Conditions	Officers from Ministries/ Departments of Government of India/State Government/ Union Territories/ Statutory/ Autonomous Bodies, holding analogous posts on regular basis or posts with Grade Pay of Rs. 6600/- (Level 11 as per 7 th CPC) and above with 5 years of regular service in this grade.
4	Post Name	Nursing Superintendent (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	<p>Officers of the State/ Central Government or Statutory/ Autonomous Bodies holding analogous posts</p> <p style="text-align: center;">Or</p> <p>Deputy/ Assistant Nursing/ Superintendent with 5 years regular service in the Grade Pay of Rs. 5400/- (Level 10 as per 7th CPC).</p>

5	Post Name	CSSD Officer (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	Officers of Central/State Govt./Autonomous/Statutory Organization holding analogous post on regular basis Or CSSD Supervisor with five/seven years of regular service in the grade pay of Rs. 5400/- (Level 10 as per 7 th CPC) or 4600/- (Level 07 as per 7 th CPC) respectively.
6	Post Name	Librarian Selection Grade (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	Officers under the Central/State/U.T. Governments/ Universities/ Statutory, Autonomous Bodies or Research and Development Organizations holding analogous posts on regular basis with at least 5 years of regular service in Pay Level 10 (pre-revised PB-3, GP 5400) or 8 years of regular service in Pay Level 6 (pre-revised PB-2, GP 4200), or equivalent and possessing the following qualifications and experience: Essential: 1. At least a second class Master's Degree in Science (preferably in Biological Sciences) of a recognized University or equivalent; 2. Degree or equivalent Diploma in Lib. Science of a recognized Institution or University; and 3. 7 years experience in a supervisory capacity in a library of standing. Desirable: 1. Master's Degree in Library Science; 2. Training in Medical Librarianship; 3. Experience of Documentation work in a responsible capacity; 4. Knowledge of Sanskrit and any modern European language other than English.
7	Post Name	Senior Procurement cum Stores Officer (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	Officers under the Central/State Govt., U.T. Administrations or of Central Statutory/Autonomous Bodies holding analogous post or with at least 5 years of regular service in the post with Pay Level-10 and have 5 years' experience as a Stores officer on regular basis.
8	Post Name	Executive Engineer (AC & R) (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	Essential: Officers of CPWD- (a) Holding an analogues post on regular basis or with 8 years of regular service in the post of Asst. Engineer (Electrical); (b) Possessing a Degree in Mechanical /Electrical Engineering; and (c) Having at least 5 years of experience in A/c. and Refrigeration. In the event of a suitable officer not being available from CPWD, officers holding the post and having the service and qualifications & experience specified above, in other Central Govt. Departments or Central Statutory/Autonomous Bodies shall be considered.

9	Post Name	Executive Engineer (Electrical) (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	<p>Essential: Executive Engineers (Electrical) or Assistant Engineers (Electrical) with 8 years of regular service in that grade, from CPWD.</p> <p>In the event of suitable candidates not being available from CPWD similar officers from other Engineering Departments of the Central Government or Central Statutory/Autonomous Bodies shall be considered.</p> <p>An officer taken on deputation shall possess a Degree in Electrical Engineering.</p>
10	Post Name	Hospital Architect (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	<p>Architects or officers in equivalent grade in CPWD Possessing a Degree in Architecture and having not less than 5 years' experience in the line.</p> <p>In the event of suitable officers not being available from CPWD, similar officers from other Central Government departments or Central Autonomous/ Statutory Bodies or Public Sector Undertakings may be considered.</p>
11	Post Name	Principal Private Secretary (Group 'A')
	Pay Scale	Level-11 as per 7 th CPC
	Essential Eligibility Conditions	Private Secretaries with 8 years of regular service in the grade pay of Rs. 4200/- (Level 6 as per 7 th CPC) (including service in the erstwhile grade of Sr. Personal Assistant).
12	Post Name	Stores Officer (Group 'A')
	Pay Scale	Level-10 as per 7 th CPC
	Essential Eligibility Conditions	<p>Essential:</p> <p>Officers of Central/State/U.T Govts. failing which Officers of Central Statutory/Autonomous Bodies holding analogous posts on regular basis or with 5 years of regular service in the Pay Level 6 of 7th CPC, and possessing the following:</p> <p>(i) Degree of a recognized University or equivalent;</p> <p>(ii) Post Graduate Degree/Diploma in Materials Management of a recognized University/Institution or equivalent; and</p> <p>(iii) Not less than 5 years' experience in a supervisory capacity in handling stores, preferably medical.</p>

13	Post Name	Assistant Administrative Officer (Group 'B')
	Pay Scale	Level-7 as per 7 th CPC
	Essential Eligibility Conditions	<p>Essential:</p> <p>Officers under the Central/State/U.T. Governments/Universities /Statutory/Autonomous Bodies or Research and Development Organizations.</p> <ol style="list-style-type: none"> 1. Holding analogous posts on regular basis, Or 2. (i) With 5 years regular service in Pay Level 6 as per 7th CPC (pre-revised PB-2, GP 4200) in the relevant field and possessing educational qualification as follows: (ii) Degree from recognized University or equivalent. <p>Desirable:</p> <ol style="list-style-type: none"> 1. MBA/PG diploma in management from recognized Institutes. 2. Knowledge of Government Rules and Regulations. 3. Proficiency in Computers.
14	Post Name	Assistant Stores Officer (Group 'B')
	Pay Scale	Level-7 as per 7 th CPC
	Essential Eligibility Conditions	<p>Officers under the Central/State/U.T. Governments/Universities /Statutory, Autonomous Bodies or Research and Development Organizations:</p> <ol style="list-style-type: none"> 1. holding analogous posts on regular basis <p style="text-align: center;">Or</p> <p>With 5 years regular service in Pay Level 6 as per 7th CPC (pre-revised PB-2, GP 4200).</p>

*****Concluded*****



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Annexure B

Application for the post of on deputation basis in AIIMS Raipur No. RC/NF-D/2022/....., Date:12.2022			
1.	Name and address in BLOCK letters:	Affix here recent passport size photograph	
2.	Father's Name		
3.	Date of Birth (DD/MM/YYYY)		
4.	Date of retirement under Central/State Government Rules		
5.	Educational Qualification	i)	
		ii)	
		iii)	
		iv)	
6.	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).		
		Required	Possessed by the Applicant
	Essential:	As per advertisement	
Desirable:			
7.	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.		

Details of employments (in chronological order) enclose a separate sheet, duly authenticated by your signature if the space below is insufficient.							
S. 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 pay (Scale of Pay if in pre-revised scale of pay)	Nature of Duties
			From	To			
1.							
2.							
3.							
4.							
5.							
Total work experience in required Grade Pay:	 Year(s) Month(s) Day(s)					

9.	Nature of present employment (i.e.ad-hoc or temporary or quasi-permanent or permanent)	
10.	In case the present employment is held on deputation/contract basis, Please state : (a) the date of initial appointment (b) period of appointment on deputation/contract (c) name of the parent office/organization to which you belong	
11.	Additional details about present employment please state whether working under: (a)Central Government (b)State Government (c)Autonomous Organization (d)Government undertaking (e)University	
12.	Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.	
13.	Total emoluments per month now drawn.	
14.	Additional information, if any which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is Insufficient.	
15.	Whether belongs to SC/ST/OBC (if yes, please specify)	
16.	Contact Numbers & E-mail ID:	
	1) Office	
	2) Residence	
	3) Mobile	
	4) E-mail ID	
17.	If selected, specify the minimum required joining time	
	<i>Signature of the Candidate</i>	Candidate's Address:
	Date:	
	Countersigned:	
	_____ [Employer/Authorized Officer]	

Check list

Sr. No.	Particular	Yes/No
1.	Whether application forwarded by through proper channel/NOC attached?	
2.	Whether attested copies of the up-to-date APARs for last 05 (five) years attached?	
3.	Whether Vigilance Clearance Certificate attached?	
4.	Whether Integrity Certificate attached?	
5.	Statement of Minor/Major penalties imposed (if any) attached?	

Name of the Applicant :

Signature of the Applicant :

Note: Applications without forwarding through proper channel, vigilance clearance and complete CR Dossiers will not be considered.