



मनोचिकित्सा विभाग
Department of Psychiatry
अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर, छत्तीसगढ़
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No.PSY /AIIMS-RPR/2025/07

Dated:21.07.2025

Notification

Subject: Advertisement for the post of Field Assistant on purely temporary & contract basis for State Planning Commission, Chhattisgarh funded project entitled “Cross-sectional study for estimating the extent and patterns of use of substances among heavy-vehicle drivers in the state of Chhattisgarh and implications for road safety” for department of Psychiatry, AIIMS Raipur, as per the details given below:

Applications are invited from eligible candidates for the post of ‘**Field Assistant**’ purely on temporary & contractual basis. The essential qualifications, experience and consolidated salary is mentioned below:

S. No.	Details	Requirements/Information
1.	Name of the Post	Field Assistant
	Job Responsibility	(a)Project Coordination with other centers. (b)To explain procedure and to take consent and urine sample from eligible participants. (c)To do field visits and field-related activities including, interviewing subjects, counseling, taking consent, data collection, data entering, record keeping, implementation of the study and other project related activities as instructed by the Principal Investigator (PI). Accomplish all the work as and when assigned towards project activities Any work assigned by Principal Investigator (PI)
	Essential Qualification	Minimum 55% marks in <ul style="list-style-type: none">• M.A. Psychology or• M.Sc. Psychology or• MSW (Masters in Social Work) Desirable: Experience in clinical research
	Vacant post	02
	Monthly salary	Rs.20000/- (consolidated)
	Age Limit	30 Years
	Job duration	06 months extendable up to 09 months depending on the candidate's performance and budget grant.

Candidates have to download the application form from annexure attached with this advertisement and submit the same with self-attested photocopies of all the required certificates. The duly filled application form along with self-certified copies of documents should be sent through speed post/registered post to the **Department of Psychiatry, 1st Floor, C Block, Hospital Building, Gate No. 04 AIIMS, Raipur, Chhattisgarh, Pin Code 492099** on or before **20/08/2025 by 05.00 PM**. It is the sole responsibility of the candidate to track for the application and the undersigned is not responsible for any postal delay. The candidate needs to submit the application form as per the format. No change in serial no. order and the heading of the column to be made. Annexure may be added as separate sheets if required.

Terms and conditions

1. The above-mentioned vacancy is for a fixed tenure of 06 months and extendable up to 09 months depending on the satisfactory performance and budget allocation from State Planning Commission, Chhattisgarh.
2. The selection will not be an employment on AIIMS Raipur pay-roll. Employment will automatically get terminated upon completion of the 06 months from the day of joining of duties and there is no liability for permanent employment on AIIMS, Raipur or on Principal investigator. The candidate will have NO right to claim permanent employment under AIIMS/State Planning Commission or continuation of his/her services in any other project.
3. Mere fulfilling the essential qualification does not guarantee the selection.
4. Incomplete applications or applications without prescribed format or received after due date will not be considered. Last date of receipt of application is 20/08/2025 till (05:00 PM). The application will not be accepted through any other means.
5. The competent authority will have full right to adopt short listing criteria i.e. written test/Experience/Educational qualification or any other means for short listing the candidates. The applications received will be scrutinized and the list of shortlisted candidates for interview/test will be published on the website.
6. In case of large number of applications, the interview may be spilled over to the next day or a screening/written test may be held, or any other criteria may be adopted as may be deemed fit to shortlist the candidates. The decision of the competent authority in this regard will be final and no correspondence whatsoever will be entertained in this connection.
7. Selection will be made on the basis of performance in interview/written test or as decided by the competent authority.
8. If any declaration given or information furnished by him/her is found to be incorrect/false or if he/she is found to have willfully suppressed any material, or information, he/she will be liable for removal from service and also such other action as may be deemed necessary by the competent authority.
9. If any candidate is found canvassing for his/her selection, he/she will be disqualified from the selection process and other action that may be deemed necessary by the competent authority.
10. The decision of the competent authority regarding selection of candidate will be final and no representations in this regard will be entertained.
11. Candidates are advised to regularly visit the website of AIIMS Raipur (www.aiimsaraipur.edu.in) for updates regarding this recruitment, including dates of interview, list of candidates shortlisted for interview and result. No separate communication will be sent to the candidates regarding change in the date and time of the interview/test.
12. Final result will be declared on the website of AIIMS Raipur and selected candidates will be informed through email. No separate communication will be sent to the candidates.
13. No other/ additional allowances other than the consolidated salary mentioned will be admissible. The appointee shall not be entitled to any of the benefits available to other employees of AIIMS Raipur appointed on regular basis.
14. The appointee shall perform the duties as 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.
15. The appointee shall be on whole-time appointment for the project concerned 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 the contract.
16. No TA will be admissible for attending the interview and for joining the duties in case of selection.
17. Records related to this recruitment will only be preserved for six months. Thereafter these shall stand destroyed except for the records of selected candidates.
18. If candidate is working in Government/Semi-Government/PSU Institution, a No-Objection Certificate from the employer is a must at the time of interview.

19. The appointment can be terminated with one month's notice from either side without assigning any reason.
20. For any queries, please send an email to: psychiatry@aiimsraipur.edu.in

HOW TO APPLY:

Candidates should submit duly filled application form (As per the prescribed attached Performa) along with the all relevant and following documents to “Psychiatry Department, 1st Floor, Block B & C connecting area, Hospital Building, Gate No. 04, All India Institute of Medical Sciences Raipur, Tatibandh, G.E Road, Raipur, Pin: 492099, (C.G.)” **on or before 20/08/2025 by speed post/registered post only.** The envelope should be super-scribed “APPLICATION FOR THE POST OF”.

- i). Duly filled prescribed application form.
- ii). Photocopy of Identification proof viz. Aadhar Card, Voter ID Card, Passport or any other Govt. identity proof)
- iii). Self-attested certificate, mark sheets and degrees.
- iv). 10th Marksheet.
- v). Experience Certificates.
- vi). Any registration certificate (if applicable)
- vii). NOC (No Objection Certificate) for those Candidates who are working in govt. organization.
- viii). Any other relevant document.

Dr. Lokesh Kumar Singh
Additional Professor & HoD
Dept. of Psychiatry
AIIMS, Raipur

FORMAT OF APPLICATION

1. Name of the Post:.....
2. Advertisement Date:.....
3. Name of the Candidate:.....
4. Father Name:.....
5. Date of Birth:.....
6. Age as on last date of application submission:.....
7. Whether belongs to UR/OBC/SC/ST category:.....
8. Permanent Address:.....
.....
9. Address of Correspondence:.....
.....
10. Email Address:.....
11. Mobile..... Landline No. _____
12. Qualification from High School and above:

Affix your recent
passport size
photograph

Sl.No.	Name of the Examination	Subject/Discipline/Speciality	Name of Board/University	Year of Passing	Percentage of Marks
1.					
2.					
3.					
4.					
5.					
6.					

13. Experience (Post Qualification):

S. No.	Post	Name of the Institution	From (DD/MM/YY)	To (DD/MM/YY)	Total Experience	Duties & Responsibility
1.						
2.						
3.						
4.						

14. Are you working currently in any Government/Semi Government/PSU Institution: Yes/No.:.....
15. Name & address of present Employer:.....
16. If selected what period would you require for joining the post:.....
17. Have you ever been declared unfit by a medical board/court for appointment in any government service? Yes /
No.....
18. If yes, provide details.....

DECLARATION

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, and then I shall be liable for action as per rules in force.

Place:

Date:

.....

(Signature and name of the Candidate)

ENCLOSURES ATTACHED:-

- 1.
- 2.
- 3.
- 4.
- 5.