



अखिल भारतीय आयुर्विज्ञान संस्थान, भोपाल

(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)
साकेत नगर, भोपाल-462 020, मध्य प्रदेश, दूरभाष : 0755-2982607/2985569

All India Institute of Medical Sciences, Bhopal

(An Institute of National Importance under the Ministry of Health & Family Welfare, Govt. of India)
Saket Nagar, Bhopal - 462020, Madhya Pradesh, Tel. : 0755-2982607/2985569

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No. ADM-2(5)/2026/AIIMS/BPL/RC/Cont_Cons_RT/3323

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Engagement of Consultant posts on Contractual Basis at All India Institute of Medical Sciences Bhopal

All India Institute of Medical Sciences (AIIMS), Bhopal, an autonomous Institute of National Importance under Ministry of Health & Family Welfare, Govt. of India intends to engage the services of consultant in various discipline as per details below on purely contractual basis for a period of one year or till alternative arrangements are made. Interested candidates meeting the eligibility criteria may submit their application through E-mail i.e. recruitment.contractual@aiimsbhopal.edu.in only. The subject of email should mention "Application for Engagement of Consultant (.....POST NAME.....) on CONTRACTUAL Basis - (name of the candidate)".

S. No.	Post Name	No. of Post/s
1.	Consultant (Law Officer)	01
2.	Consultant (Public Relation Officer)	01

Terms of Reference: -

Sl. No.	Post Name	Qualification	Remuneration
1.	Consultant (Law Officer)	Retired employees having (i) Bachelor's Degree in Law (LL.B.) from a recognized Institute/University with 05 years of Professional experience in the Supreme Court/ High Court/Central Administrative Tribunal (CAT)/District Court or other courts (All central Govt. service matters and procurement matters). (ii) Registration with any Bar Council in India. (iii) Strong communication skills and a solid understanding of legal procedures. (iv) Experience in drafting counter-petitions, filling petitions before tribunals and courts, contesting cases, and liaising with advocates on various legal matters.	Rs. 86955/- or Last Basic Pay minus Pension (without DA) whichever is lower
2.	Consultant (Public Relation Officer)	Retired employees having a Degree from a recognized University/Institution with a Post Graduation/Diploma in Public Relations/Corporate Communication/Journalism/Mass Communication with 10 years experience in the field of Public Relations/Corporate Communication/Journalism/Mass Communication.	Rs. 104935/- or Last Basic Pay minus Pension (without DA) whichever is lower

1. **NOTE:**

- The date of Document verification and Interview shall be notified on Institute's website in due course.
- The document verification will be done one day prior to the date of Interview to be notified in due course on Institute's website or as decided by the Competent Authority.
- Candidate should be present latest by 10.00 AM on the date, time and venue with all relevant documents in original with two self-attested photocopies on the day of document verification. The candidates reporting after 12.00 PM, will not be allowed to appear in the verification unless exceptional exigencies
- Short-listing: After scrutiny/verification of the documents as per eligibility criteria/ conditions, only eligible candidates will be allowed to appear before the Selection Committee for interview. All interested candidates are advised to make their own stay arrangements.
- The schedule of DV and Interview will be tentative and is subject to change at any stage depending upon the availability of Selection Panel.
- The Executive Director, AIIMS Bhopal reserves the right to reschedule the above date, time and venue at any stage.
- Venue: The venues will be notified separately.

2. **Remuneration:** There will be no enhancement of remuneration during the contract period.

3. **Age Limit:** Upto the Age of 65 years.

4. **Period of engagement:** Initially for a period of one year or till alternate arrangements are made and further extendable subject to satisfactory Performance and as per requirement of the Institute. The engagement contract can be terminated by Competent Authority at any time without assigning any reason. However, Consultants will have to give 30 day's advance notice before resigning from the engagement.

5. **Application Process:**

- a. All aspiring candidates, fulfilling the eligibility conditions are hereby advised to submit their filled in application in the prescribed format available on the website of AIIMS Bhopal i.e., www.aiimsbhopal.edu.in by emailing at recruitment.contractual@aiimsbhopal.edu.in within 15 days of publication of this advertisement in Employment News along with requisite documents in support of their eligibility.
- b. However, all the aspiring candidates are required to visit on the scheduled date of document Verification with filled in application form and original documents along with two sets of self-attested photocopies, proof of date of birth, identity proof, caste certificate (if applicable), eligibility qualifications & mark sheets, degrees, experience certificates & pay slips, NOC, vigilance clearance certificate, Integrity certificate, two colour passport size photographs and other relevant testimonials.
- c. Applicants are advised to visit the AIIMS Bhopal website regularly for other updates.
- d. No TA/DA will be paid for appearing in the document verification/ interview.
- e. The above vacancies are provisional and subject to variation. The Executive Director, AIIMS, Bhopal reserves the right to increase/vary the vacancies.
- f. **The cut-off date to determine the maximum age limit, essential qualifications & experience will be the date of Interview.**

- g. The period of experience wherever prescribed shall be counted after obtaining the prescribed essential qualifications.

6. OTHER TERMS AND CONDITIONS:

- a. The prescribed qualification is minimum and mere possessing the same, does not entitle any candidate for the selection.
- b. The appointment is purely on contract basis for a period of ONE YEAR 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, Bhopal 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. This appointment will not vest any right to claim by the candidate for regular appointment or permanent absorption in the Institute or for continued contractual appointment.
- c. 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.
- d. Leave: The appointee will be entitled for 30 days leave in a year, excluding Sunday and Gazetted holidays. The said leaves will be non-encashable and non-accruable.
- e. No hostel or any other accommodation will be provided by the Institute.
- f. The candidate should bring along original certificates in support of his/her age, educational/professional qualification, experience etc., two recent passport size colour photographs and two sets of self-attested photocopies of the relevant documents failing which he/she will not be allowed to participate in the Interview.
- g. The candidate applying in response to this advertisement should satisfy themselves regarding their eligibility in all respects.
- h. No travelling or other allowances will be paid to the candidate for appearing in written examination/ interview or for joining the post.
- i. The appointee shall not be entitled to any benefit like Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion, leave encashment etc. or any other benefits available to the Government Servants, appointed on regular basis.
- j. The candidate should not have been convicted by any Court of Law.
- k. 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.
- l. The decision of the competent authority regarding selection of candidates will be final and no representation will be entertained in this regard.
- m. Incomplete and unsigned applications in any aspect will be summarily rejected.
- n. If a candidate wants to apply for more than one post, as per his/her eligibility, then he/she needs to apply in separate application form for each post.
- o. 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.
- p. The appointee shall not be entitled to avail any allowances/facilities being extended to the regular/permanent members of the AIIMS, Bhopal.

- q. The decision of the Competent Authority regarding selection of the candidate will be final and no representations will be entertained in this regard.
- r. Ordinarily, office will be open on all days except Sundays and government holidays. However, the Consultant shall be willing to devote additional hours to assist the Institute in urgent assignments.
- s. The consultant shall not be entitled to any kind of allowances such as DA, HRA, Transport Allowance, LTC, Medical reimbursement and residential accommodation. They will not be entitled to telephone facilities from the institute etc. However, TA may be allowed, as per institute rules, for travel inside the country in connection with the official work.
- t. During the course of contractual employment candidate shall be maintain strict discipline, punctuality at workplace and not indulge in any activities detrimental to the interest of the institution. The employment may be terminated by the competent authority at any time if the candidate is found indulging in unprofessional/illegal activities like strike, protest, Dharna Pradarshan etc.
- u. The candidate is required to produce physical fitness certificate of his/her at the time of Interview.
- v. Canvassing of any kind will lead to disqualification.
- w. The remuneration will be consolidated in nature as determined by the competent authority.
- x. **The total monthly remuneration and the pension drawn by the consultant shall not be more than Last Pay Drawn by him calculated at the current rates of Dearness Allowances.**
- y. For any Clarifications & enquiries, the same may be emailed on recruitment.contractual@aiimsbhopal.edu.in with subject of email as “Engagement of Consultant (On CONTRACTUAL BASIS) in the Department of.....’ or using Contact No.-9343639366.

All disputes will be subject to jurisdictions of Court of Law at Bhopal / Jabalpur.

Enclosure: Application form.

**Sd-/
Administrative Officer
AIIMS Bhopal**