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Letter No: AIIMS/DEO/GenMed/2024-25/1001

Dated: 05/02/2025

**Advertisement for Walk-In-Interview for the Post of Project Coordinator in the Department of General Medicine, AIIMS Deoghar**

**Project No: AIIMS/2023/218-EMP-03**

Date of Walk-In-Interview	21/02/2025 at 10:00AM
Reporting & Registration	09:00 AM
Document Verification	9:00 AM to 10:00 AM
Venue	Research Cell, Academic Building, AIIMS, Deoghar, Jharkhand, India

Applications in the prescribed format are invited for one post of **Project Coordinator** in the **extramural research project Supported by the American Heart Association** project entitled "**Community-Based Hands-Only Cardio Pulmonary Resuscitation Training in Deoghar District: A Prospective Cohort Study** " purely temporarily basis. The details of the post are as follows: -

Name of Post & Number of Post	Tenure of the Post	Monthly Emoluments	Essential Qualification & Age Limit	Desirable Qualification
Project Coordinator & 01 (One)	11 Months or till 31 <sup>st</sup> December 2025 (whichever is earlier) (extendable further for one year from the date of end of tenure depending upon project	Rs 18,000/- per month (Consolidated)	Graduate or Post Graduate in Population Studies / Nursing, Computer/Social Work/ Life Science/ Health Science, or any other equivalent field.  Familiarity with health research, data collection, field activities, and Organizing events at a large level.	Good written and verbal communication skills in English and the local language are desirable.  Team working skills and ability to work independently.  Knowledge of computer and IT appliances.



	requirement)		<b>Age Limit.</b> 35 years on the date of the Interview. <b>NB:</b> Grant of age relaxation up to 2 years may be considered for suitable candidates with appropriate skills and experience.	
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## **Role and Responsibilities:-**

### **1. Designation - Project Coordinator.**

- Should manage and organize CPR training activities among the communities and Institutes/ organizations.
- Should work with the project team and liaison with stakeholders to organize the CPR training.
- Should assist in developing & collecting pre- and post-training reports with data.
- Self-motivated to perform duties under minimal supervision and under a timeline.
- Should analyse and interpret data of CPR Trainees.
- Should participate in other project teams as a field assistant.
- Should follow processes, adhere to project-specific standards, and maintain consistency in CPR workshops.
- Should establish and maintain sound working relationships and effective organizational communication.
- Other activities as directed by the project lead as per daily needs.

**Essential documents needed for Walk-In-Interview.** All candidates willing for walk in-interview should email their biodata and filled application in the prescribed format to [aiimsahocpr@gmail.com](mailto:aiimsahocpr@gmail.com) on or before **19/02/2025** and should report for walk in interview along with the hard copy of the filled application and Bio-data on the day of Walk In-Interview. Candidate should appear in person for Walk-In-Interview along with all relevant original documents and one set of self-attested photocopies of documents regarding age, qualification, and relevant experience, on **21/02/2025** at **9:00 AM** at the





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Research Cell, Academic Building, AIIMS, Deoghar, Devipur, Jharkhand, India. For any query, the candidate can mail to **Dr. Manuj Kumar Sarkar**, Principal Investigator and Project Lead, Associate Professor, Department of **General Medicine**, AIIMS, **Deoghar** at [aiimsahhocpr@gmail.com](mailto:aiimsahhocpr@gmail.com). Information and further updates will also be available on the website [www.aiimsdeoghar.edu.in](http://www.aiimsdeoghar.edu.in)

**Note:**

1. The above post is purely temporary for sanctioned projects and duration.
2. No TA/DA or any other allowances will be paid for attending the interview.
3. Your appointment may be cancelled at any time in case of misconduct, unsatisfactory work, or if the candidate is later found ineligible.
4. The rules and regulations of AIIMS Deoghar and/or funding agency **American Heart Association (AHA)** will be applicable to the selected candidate.


**GENERAL TERMS & CONDITIONS:-**

1. Reporting time for candidates starts at 9:00 AM on the interview date, and the closing time to report for an interview is 10:00 AM, after which no additional candidates would be entertained.
2. The above posts are filled up purely temporarily, co-terminus with the project & the candidate will have no right to claim permanent Employment under **American Heart Association (AHA)** /AIIMS, Deoghar, or continuation of his/her services in any other project.
3. No inquiries shall be entertained after the due date.
4. Post may increase/decrease as per requirement and at the sole discretion of Competent Authority, AIIMS, Deoghar.
5. All educational professional and technical qualifications should be from a recognized Board/ University and full-time.
6. The specified experience requirement should be acquired after obtaining the minimum educational qualifications required for the post.
7. No TA/DA will be admissible to appear in the interview, including (SC/ST candidates).
8. This position will be purely on a temporary/contractual basis for the specified period of time and depending upon the project requirement.
9. The salary is a consolidated sum without other benefits based on the candidate experience, qualifications, skill etc.



ALL INDIA INSTITUTE OF MEDICAL SCIENCES DEOGHAR  
(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के अधीन राष्ट्रीय महत्व का संस्थान)  
(An Institution of National Importance under Ministry of Health & Family Welfare)  
भारतसरकार/ Government of India

10. In case of any unforeseen circumstances, if the project is stalled or postponed, the salary maybe delayed/stopped for that period.
11. Canvassing in any form will be a disqualification.
12. Age/Education qualification/Experience cut-off will be considered till the date of the interview.

  
05/02/2025

**Project Lead**

**Community-Based Hands-Only Cardio  
Pulmonary Resuscitation Training Program  
All India Institute of Medical Sciences, Deoghar**



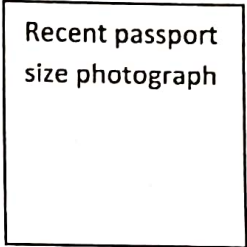
**APPLICATION FORMAT:**

(Please read the format carefully before filling it. If the format is not filled clearly form will be rejected)

Name of the post applied for Project Coordinator in the project: **“Community-Based Hands-Only Cardio Pulmonary Resuscitation Training in Deoghar District”** in collaboration with the American Heart Association.

**Project No: AIIMS/2023/218-EMP-03**

1. Name:.....
2. Age:.....
3. Gender: .....
4. Father's name:.....
5. Date of birth:.....
6. Age as on the last date of the application deadline: .....days  
.....months.....years.
7. Nationality:
8. Marital status:
9. Address for correspondence:.....  
.....  
.....  
.....
10. Address (permanent residential) .....  
.....  
.....  
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11. Contact details: Phone.....  
Mobile.....  
Email.....



12. Particulars of all examinations passed and degree obtained (commencing with the Matriculation or Equivalent examinations). Attach attested copies of all certificates



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(An Institution of National Importance under Ministry of Health & Family Welfare)  
भारतसरकार/ Government of India

Obtained.

Sl. No.	Qualification	Name of Board/ University	Year of passing	Grade/Percentage of marks
1				
2				
3				
4				

13. Give particulars of Employments/Experience held in chronological order-

Sl. No.	Post	Name of the employer/ Institution	From (DD/MM/YR)	To (DD/MM/YR)	Experience in Total	Duties & Responsibilities
1						
2						
3						
4						

14. Details of Enclosures (Please furnish necessary documents for all the requisite information furnished above):.....

.....  
.....  
.....

**DECLARATION:**

I hereby declare that the entries in this form and the additional particulars, if any furnished herewith are true to the best of my knowledge and belief.

Place:.....

Date: ...../...../.....

Signature of candidate