



अखिल भारतीय आयुर्विज्ञान संस्थान, रायबरेली

All India Institute of Medical Sciences, Raebareli

(An Autonomous Institute under the Ministry of Health and Family Welfare, Govt. of India)

Munshiganj, Raebareli - 229405, Uttar Pradesh, India

www.aiimsrbl.edu.in

No. AIIMS/Rbl/Admin/Rectt/NF/Dept/2020-21/909

Dated: 24.07.2020

Vacancy Notice

Applications are invited in the prescribed Performa from eligible candidates for filling up following Non-Faculty Group 'A' and 'B' Posts on DEPUTATION BASIS at All India Institute of Medical Sciences, (AIIMS) Raebareli. The essential qualification, experience etc. required for applying for these posts are as under:-

Sl. No.	Name of Post	Group	Pay Band Level as per 7 th CPC	No. of Posts
1.	Financial Advisor	A	Level - 13 (Rs. 123100 - 215900)	01
2.	Executive Engineer (Civil)	A	Level - 11 (₹ 67700 - 208700)	01
3.	Executive Engineer (Electrical)	A	Level - 11 (₹ 67700 - 208700)	01
4.	Assistant Controller of Examination	A	Level - 11 (₹ 67700 - 208700)	01
5.	Administrative Officer	A	Level - 10 (₹ 56100 - 177500)	01
6.	Nursing Superintendent	A	Level - 11 (₹ 67700 - 208700)	02
7.	Assistant Administrative Officer	B	Level-7 (₹ 44900 - 142400)	01

Essential Eligibility Details:

Sl. No	Name of the Post and Essential Eligibility criteria
1.	Financial Advisor Essential:- Officers under the Central / State / U.T. Governments / Universities / Statutory / Autonomous Bodies or Research and Development Organizations i. Holding analogous posts on regular basis, OR ii. With 5 years regular service from Organized Account Services in the grade pay of Rs.7600 OR iii. Officers with 5 years regular service at the level of Deputy Secretary of Central Government in the grade pay of Rs.7600 and having 3 years' experience in the field of finance and accounts
2.	Executive Engineer (Civil) Essential:- Executive Engineers (Civil) or Assistant. Engineers (Civil) with 8 years of regular service in that grade, from CPWD. 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. An officer taken on deputation shall possess a Degree in Civil Engineering

3.	<p>Executive Engineer (Electrical) Essential: Holding the post of Executive Engineer (Elect.) on regular basis OR Assistant Engineer (Elect.) with 8 years of regular service in the grade, from CPWD/ Other Engineering Departments of the Central Government/Central Statutory/ Autonomous Bodies. An Officer taken on deputation shall possess a Degree in Electrical Engineering.</p>
4.	<p>Assistant Controller of Examination Essential: Officer working under Central Government including Delhi Administration, Central Statutory/Autonomous organization and holding analogous post or having 5/8 years of regular service in the posts carrying pay scale of Rs. 2200-4000/2000-3500 (Pre-revised)/Rs. 8000-13500/6500-10500 (Revised) - respectively and possessing the following : i. Degree of a recognized University or equivalent and ii. Track record of absolute integrity and proved ability to maintain strict confidentiality of official matters. Desirable : Experience in organizing examinations/competitive test.</p>
5.	<p>Administrative Officer Officers under the Central/State Governments/U.T. Administrations of the Central Statuary /Autonomous Bodies holding analogous posts on regular basis OR with at least 3 years of service in a post in the Pay Rs. 9300-34800 + Grade pay of 4600 OR equivalent respectively and having Degree and experience in Administration and Establishment matters and also preferably in accounts matters. Officers having MBA or Post Graduate Diploma in personnel management shall be given preference.</p>
6.	<p>Nursing Superintendent Essential: Officers of the State/Central Government or Statutory/Autonomous Bodies holding analogous posts. <p style="text-align: center;">OR</p> Deputy/Assistant Nursing Superintendent with 5 years regular service in the Grade Pay of Rs. 5400/-.</p>
7.	<p>Assistant Administrative Officer Essential: Officers under the Central/State/ U.T. Governments/ Universities/Statutory/Autonomous Bodies or Research and Development Organizations. i) Holding analogous posts on regular basis, OR ii) With 5 years regular service in the grade pay of Rs. 4200/- in the relevant field and possessing educational qualification given for direct recruitment: Desirable: 1. MBA/PG diploma in management from recognized institute. 2. Knowledge of Government Rules and Regulations 3. Proficiency in Computers.</p>

NOTE:

- I. The Executive Director, AIIMS Raebareli reserves the right to vary the vacancies or cancel the exercise, at any stage of the process without assigning any reason thereof.
- II. Maximum age limit for applying for the aforesaid posts on deputation is **56 years** as on last date of receipt of application, **i.e. 18.09.2020.**
- III. The initial period of deputation shall ordinarily be three years from date of appointment and the same will be regulated as per DOPT guidelines. Pay will be protected as per Govt. of India rules.
- IV. All the posts carry usual allowance as admissible to Central Government Employees of similar status and other allowances sanctioned in AIIMS Raebareli (U.P.)
- V. AIIMS Raebareli reserves the right to conduct written test or Interview to shortlist/select the candidates for any post as mentioned in the notification.
 - a. The Officers who fulfill the above qualifications/eligibility may submit their application

(copy enclosed) in the attached application form through proper channel to the below mentioned address on or before 05:00 PM as on last date i.e 18/09/2020 (next working day in case of any holiday on the last date of submission), by Speed Post/Registered Post only:

The Senior Administrative Officer
All India Institute of Medical Sciences (AIIMS)
Administrative Section, OPD Block, Munshiganj, Dalmau Road, Raebareli 229405
(U.P.)

- b. The envelope containing the application(s) should be super-scribed as: “**Application for the Group A or B “Post of..... on Deputation Basis.”**”
 - c. Application forms received after last date will not be considered. AIIMS Raebareli will not be responsible for any postal delay.
- VI. While forwarding their applications, Employer/Cadre Controlling Authority may ensure that the particulars of the candidates are verified and that they fulfill the eligibility conditions. Duly attested photocopies by competent authority of the applicant’s up-to-date Confidential Reports (at least for the latest 05 years) may also be enclosed with the application. **It may also be clearly stated that no vigilance/ disciplinary proceedings are pending or contemplated against the candidates concerned.** Application without vigilance clearance and ACRs/APARs Dossiers will not be considered. Supporting documents related to qualification, experience etc. may also be self- attested.
- VII. The applications received after the last date, without signature of the candidate or incomplete or not forwarded through proper channel will be summarily rejected.
- VIII. The posts advertised in the Advertisement are not applicable for the candidates working in private organization/institute etc.
- IX. All disputes will be subject to jurisdiction of Hon’ble High Court /CAT at Lucknow Uttar Pradesh.
- X. The deputation will be governed by the standard terms and conditions of deputation provided under Department of Personnel & Training’s OM/order issued/ amended from time to time.
- XI. Applicants are advised to visit AIIMS Raebareli website www.aiimsrbl.edu.in regularly for updates regarding this advertisement. All future updates shall be published only in our website.
- XII. Canvassing in any form will lead to disqualification of candidature.

For Clarification & Enquiries:

- **Mail to: recruitment.aiimsrbl@gmail.com**
- **Contact No. 0535-2979743**

Encl: *Application form*

Deputy Director (Admin)
AIIMS, Raebareli

Application for the post of.....on deputation basis at AIIMS, Raebareli.			
1.	Name and address in BLOCK letters	Affix here recent passport size photograph
2.	Father's Name		
3.	Date of Birth (in Christian era)		
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		
	Desirable		

7.	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post				
8.	Details of employment (in chronological order) enclose a separate sheet, duly authenticated by your signature if space below is insufficient.				
	Office/Inst./Organization	Post Held		Pay-band and Grade pay (Scale of Pay if in pre-revised scale of pay)	Nature of Duties
		From	To		
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 space is Insufficient.				
15.	Whether belongs to SC/ST/OBC (if yes, please specify)				

16.	Contact Nos.	1) Office	
		2) Residence	
		3) Mobile	
		4) E-mail address	
17.	If selected, specify the minimum required joining time		
<i>Signature of the Candidate</i>			Candidate's Address:
Date:			
Countersigned:			
<hr style="width: 30%; margin: 0 auto;"/> [Employer/Authorized Officer]			

**CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE/OFFICER NOT
BELOW THE RANK OF UNDER SECRETARY IN GOI WHILE
FORWARDING THE APPLICATION**

1. Certified that the particulars furnished by the applicant are true and have been verified from the service records.
2. The applicant, if selected, will be relieved immediately.
3. Attested copies of ACR/APAR for the last five years are enclosed.
4. The record of the service of the officials has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5. It is certified that no major/minor penalty has been imposed or contemplated on him/her during the last 10 years.

Signature_____

Name_____

Designation_____

Telephone No _____

Date:
Place:

Official Seal

Note: All terms and conditions deputation/Foreign Service will be followed as per DoP&T O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and its amendment issued time to time.