



**AIIMS/Bhopal /Rectt.Cell/2019/02**

**Date: 04/12/2019**

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

S.No.	Name of Post	Group	Level in the Pay Matrix (As per 7th CPC)	No. of Posts
1	Financial Advisor	A	Level-13 (₹ 123100-215900)	1
2	Chief Librarian	A	Level-13 (₹ 123100-215900)	1
3	Chief Nursing Officer	A	Level-12 (₹ 78800-209200)	1
4	Senior Procurement-cum Stores Officer	A	Level-11 (₹ 67700-208700)	1
5	Senior Programmer (Analyst)	A	Level-11 (₹ 67700-208700)	1
6	Nursing Superintendent	A	Level-11 (₹ 67700-208700)	3
7	Assistant Controller of Exams	A	Level-11 (₹ 67700-208700)	1
8	CSSD Officer	A	Level-11 (₹ 67700-208700)	1
9	Chief Dietician	A	Level-11 (₹ 67700-208700)	1
10	Executive Engineer (AC & R)	A	Level-11 (₹ 67700-208700)	1
11	Hospital Architect	A	Level-11 (₹ 67700-208700)	1
12	Deputy Chief Security Officer	A	Level-11 (₹ 67700-208700)	1
13	Principal Private Secretary	A	Level-11 (₹ 67700-208700)	1
14	Stores Officer	A	Level-10 (₹ 56100-177500)	1
15	Security Officer	A	Level-10 (₹ 56100-177500)	1
16	Assistant Nursing Superintendent	A	Level-10 (₹ 56100-177500)	30
17	Senior Dietician (Assistant Food Manager)	A	Level-10 (₹ 56100-177500)	2
18	Supervising Medical Social Service Officer	A	Level-10 (₹ 56100-177500)	1
<b>Total</b>				<b>50</b>

## ESSENTIAL ELIGIBILITY DETAILS

S. No	Name of the Post	Level in the Pay Matrix (As per 7th CPC)
1.	<b>Financial Advisor</b>	<b>Level-13 (₹ 123100-215900)</b>
	<p><b>Essential:-</b>  <b>Transfer on Deputation</b>  <b>(Including short term contract)</b>  Officers under the Central/State/U.T. Governments/Universities/Statutory/ Autonomous Bodies or Research and Development Organizations  (i) holding analogous posts on regular basis, <b>OR</b>  (ii) With 5 Years regular service from Organized Account Services in the grade pay of Rs.7600 <b>OR</b>  (iii). Officers with Five Years regular service at the level of Deputy Secretary of Central Government in the grade pay of Rs.7600 and having THREE Years' experience in the field of finance and accounts.</p>	
2.	<b>Chief Librarian</b>	<b>Level-13 (₹ 123100-215900)</b>
	<p><b>Essential:-</b> 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 5/8 years of regular service in the post in the scale of Rs. 3000/4500 respectively, or equivalent and possessing the following qualifications and experience:  <b>Essential:</b>  i) Atleast a second class Master's Degree in Science (preferably in Biological Sciences) of a recognized University or equivalent;  ii) Degree or equivalent Diploma in Library Science of a recognized Institution or University; and  iii) 7 years' experience in a supervisory capacity in a library of standing.  <b>Desirable:</b>  i) Master's Degree in Library Science.  ii) Training in Medical Librarianship.  iii) Experience of documentation work in a responsible capacity;  iv) Knowledge of Sanskrit and any modern European language other than English.  v) Librarian selection Grade of AIIMS with 8 years of regular service in the grade shall also be considered (if he possesses the qualification mentioned at Sr. No. 9(c) above) and in case he is selection (on consideration of all those who have applied) the appointment shall be treated as promotion.</p>	
3.	<b>Chief Nursing Officer</b>	<b>Level-12 (₹ 78800-209200)</b>
	<p><b>Essential:</b>  Officers of the State/Central Government or Statutory/ Autonomous Bodies holding analogous posts on regular basis :  <b>OR</b>  With 5 years of regular service in the post in the relevant field in the PB-3 with Grade Pay of Rs.6600/- <b>OR</b>  With 10 years of regular service in the post in the relevant field in the PB-3 with Grade Pay of Rs. 5400/-  And  Possessing educational qualification of M.Sc Nursing from an Indian Nursing Council recognized Institute /University</p>	

4.	<b>Senior Procurement-cum Stores Officer</b>	<b>Level-11 (₹ 67700-208700)</b> <b>Essential:</b> Officers of Central/State Govt./ U.T. Governments, failing which officers of Central Statutory/Autonomous Bodies holding analogous post on regular basis or with 5/8 years of regular service in the grade pay of Rs. 5400/4800 respectively and possessing the following: (a) Degree of a recognised University or equivalent; (b) Post Graduate Degree/ Diploma in Materials Management of a recognised University/Institution or equivalent; and (c) Not less than 5 years' experience in a supervisory capacity in handling stores, preferably medical.
5.	<b>Senior Programmer (Analyst)</b>	<b>Level-11 (₹ 67700-208700)</b> <b>Essential:</b> Officers from Ministries/ Departments of Government of India/State Government / Union Territories / Statutory/ Autonomous Bodies holding analogous posts on regular basis or with 5 years of regular service in the PB- 3 + GP of 5400/-.  <b>Having educational qualification mentioned below:</b>  BE/B.Tech/MCA/BSc with Diploma in Computer Application +10 years' experience in IT systems/ Networking/ Hardware configuration/ Software Programming in Ministries/ Departments of Government of India/State Government/Union Territories/ Statutory/ Autonomous Bodies.
6.	<b>Nursing Superintendent</b>	<b>Level-11 (₹ 67700-208700)</b> <b>Essential:</b> Officers of the State/ Central Government or Statutory/ Autonomous Bodies holding analogous posts <b>OR</b> Deputy/ Assistant Nursing Superintendent with 5 years regular service in the grade pay of Rs. 5400.
7.	<b>Assistant Controller of Examinations</b>	<b>Level-11 (₹ 67700-208700)</b> <b>Essential :-</b> 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 : (a) Degree of a recognized University or equivalent and (b) Track record of absolute integrity and proved ability to maintain strict confidentiality of official matters.  Desirable : Experience in organizing examinations/ competitive test.
8.	<b>CSSD Officer</b>	<b>Level-11 (₹ 67700-208700)</b> <b>Essential:</b> Officers of Central/State Govt./ Autonomous/ Statutory Organization holding analogous post on regular basis <b>OR</b> CSSD Supervisor with five/seven years of regular service in the grade pay of Rs.5400 or 4600 respectively.
9.	<b>Chief Dietician</b>	<b>Level-11 (₹ 67700-208700)</b> <b>Essential:</b> Officers under the Central/State/U.T. Governments or of Autonomous/Statutory Bodies holding analogous posts on regular basis or with 5/8 years of regular service in the grade pay of Rs. 2200/4000/- 2000-3500/- respectively and possessing the following qualifications and experience i. M.Sc. (Food & Nutrition); and ii. 10 years of practical experience as Dietician in a large teaching hospital and

	managerial experience. <b>Desirable</b> Ph.D. in Human Nutrition or Therapeutic Dietetics.
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10.	<b>Executive Engineer (AC &amp; R)</b>	<b>Level-11 (₹ 67700-208700)</b>
	<b>Essential Eligibility Criteria : -</b> (a) Holding an analogous post on regular basis or with 8 years of regular service in the post of Assistant Engineer (Elect.); (b) Possessing a degree in Mechanical Engineering/ Electrical Engineering; and (c) Having at least 5 years of experience in A/c. & Refgn.  <i>From CPWD/other Central Govt. Departments or Central Statutory/ Autonomous Bodies shall be considered.</i>	
11.	<b>Hospital Architect</b>	<b>Level-11 (₹ 67700-208700)</b>
	<b>Essential:</b> Architects or officers in equivalent grade in CPWD Possessing a Degree in Architecture and having not less than 5 years' experience in the line. 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.	
12.	<b>Deputy Chief Security Officer</b>	<b>Level-11 (₹ 67700-208700)</b>
	<b>Essential:</b> Officers of the Police Departments of the Central/State/UT or Officers of the Para Military Forces, holding analogous posts on regular basis <b>OR</b> with 5/8 years regular service in the grade pay of Rs. 2200-4000/ 2000-3500 or respectively and preferably having experience connected with security, handling agitations /strikes of employees.	
13.	<b>Principal Private Secretary</b>	<b>Level-11 (₹ 67700-208700)</b>
	<b>Essential:</b> Officers of Central/State Government or Central/State Statutory/ Autonomous Bodies holding analogous posts <b>OR</b> with at least 7 years of regular service in the post with Grade Pay of Rs. 4600 or higher.	
14.	<b>Stores Officer</b>	<b>Level-10 (₹ 56100-177500)</b>
	<b>Essential:</b> Officers of Central/State/U.T. Governments failing which officers of Central Statutory/Autonomous Bodies holding analogous posts on regular basis or with 3/5 years of regular service in the scale of Rs. 2000-3200 / 1640-2900 and possessing the following : i. Degree from a recognized University or equivalent; ii. Post-graduate Degree/Diploma in Material Management of a recognized University/ Institution or equivalent; and iii. Not less than 5 years' experience in a supervisory capacity in handling stores, preferably medical.	
15.	<b>Security Officer</b>	<b>Level-10 (₹ 56100-177500)</b>
	<b>Essential:</b> Officers of the Police Departments of the Central/State/UT Governments. <b>OR</b> Officers of the Para Military Forces, holding analogous posts on regular basis <b>OR</b> with 7 years regular service in the pay scale of Rs. 1640-2900 preferably having experience connected with security, handling agitations/strikes of employees.	
16.	<b>Assistant Nursing Superintendent</b>	<b>Level-10 (₹ 56100-177500)</b>
	<b>Essential:</b> Officers of the State/ Central Government or Statutory/ Autonomous Bodies holding analogous posts, <b>OR</b> Staff Nurse Grade I (Nursing Sisters) with 3 years regular service in the Grade Pay of Rs. 4800. <b>And</b>  Possessing the following educational qualification and experience:	

	<p>i. B.Sc. Nursing (4 year course) from a recognized institute/university, <b>OR</b> B.Sc. (Post-certificate) or equivalent such as B.Sc. Nursing (Post-basic) (2 year course) from a recognized institute/university.</p> <p>ii. Should be registered with the Indian Nursing Council/ State Nursing Council</p> <p><b>Experience:</b> Six year experience in 200 bedded healthcare organization after obtaining Degree or equivalent from a recognized University/Institution.</p> <p><b>Desirable:</b></p> <p>i. M.Sc. (Nursing) from a recognized institute /university.</p> <p>ii. Ability to use computers - Hands on experience in office applications, spread sheets and presentations.</p>	
17.	<b>Senior Dietician (Assistant Food Manager)</b>	<b>Level-10 (₹ 56100-177500)</b>
	<p><b>Essential:</b> Officers under the Central/State/U.T. Governments/Universities/ Statutory, Autonomous Bodies or Health Care Organizations holding analogous posts on regular basis, <b>OR</b> With 3 years of regular service in the post of Dietician in the Grade Pay of Rs. 4600.</p>	
18.	<b>Supervising Medical Social Service Officer</b>	<b>Level-10 (₹ 56100-177500)</b>
	<p><b>Essential:</b> Officers of the 200 bedded Hospital of Central State/ U.T. Governments or Central Autonomous/ Statutory/ Local Self Government Bodies or Public Sector undertakings:</p> <p>a. (i) Holding analogous posts on regular basis, <b>OR</b> (ii) Holding a post in the grade pay of Rs.4600 with 3 years of regular service in the grade <b>OR</b> (iii) Holding a post in the grade pay of Rs.4200 with 8 years of regular service in the grade, <b>And</b></p> <p>b. 5 year experience in the relevant field.</p>	

**Note:**

- I. The Director, AIIMS, Bhopal 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. 04/01/2020 (Saturday)** (30 days from the date of publication of this advertisement in various newspapers i.e. dated **04/12/2019**).
- 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 at AIIMS, Bhopal (M.P.).
- V. AIIMS Bhopal reserves the right to conduct Written Test/ Skill Test to shortlist/select the candidates for any post as mentioned in the notification.
  - a. The Officers who fulfils the above qualifications/eligibility may submit their application (**enclosed as Annexure-I**) 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 **04/01/2020 (Saturday)** (30 days from the date of publication of this advertisement in various newspapers dated **04/12/2019**) by Speed Post/Registered Post only:

**The Administrative Officer**  
**All India Institute of Medical Sciences (AIIMS)**  
**Administrative Block, 1st Floor of Medical College Building**  
**Saket Nagar, Bhopal-462020 (M.P.)**

- b. The envelope containing the application(s) should be super-scribed as: **“Application for the Group ‘A’ “Post of.....on Deputation Basis.”**
- c. Application forms received after last date will not be considered. AIIMS Bhopal 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 fulfil 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 is 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 Jabalpur (M.P).
- 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. AIIMS Bhopal website [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) may be visited for regular updates regarding this advertisement.
- XII. Canvassing in any form will lead to disqualification of candidature.

***For Clarification & Enquiries:***

- **Mail to: [recruitment.deputation@aiimsbhopal.edu.in](mailto:recruitment.deputation@aiimsbhopal.edu.in)**
- **Contact No. : 0755- 2672334**

**Encl: Application form (05 Pages)**

**Deputy Director (Admin.)  
AIIMS, Bhopal**