



All India Institute of Medical Sciences, Bhubaneswar
Sijua, Post: Dumuduma, Bhubaneswar - 751 019

No. AIIMS/BBSR/RECT-CELL/2017/10

07th September 2017

VACANCY NOTICE ON DEPUTATION

Applications invited in prescribed pro-forma from eligible Officers/ Officials of Central/ State/ U. T. Government/ Universities/ Statutory/ Autonomous Bodies/ Public Sector Undertaking/ Research and Development Organisations/ Police Departments of the Central/ State/U.T./Armed Forces including Para Military Forces for filling up the following Group 'A' & 'B' posts on Deputation Basis at All India Institute of Medical Sciences, Bhubaneswar.

Sl.	Name of Post	Group	Scale of Pay & Grade Pay	No. Posts
1	Chief Librarian	A	Rs.37400-67000 with GP of Rs. 8700/-	01
2	Chief Nursing Officer	A	Rs.15600-39100 with GP of Rs.7600/-	01
3	Nursing Superintendent	A	Rs.15600-39100 with GP of Rs. 6600/-	03
4	CSSD Officer	A	Rs. 15600-39100 with GP of Rs. 6600/-	01
5	Chief Dietician(& Nutrition Officer)	A	Rs.15600-39100 with GP of Rs. 6600/-	01
6	Senior Administrative Officer	A	Rs.15600-39100 with GP of Rs.6600/-	01
7	Executive Engineer (A/C & R)	A	Rs. 15600-39100 with GP of Rs. 6600/-	01
8	Hospital Architect	A	Rs. 15600-39100 with GP of Rs. 6600/-	01
9	Principal Private Secretary	A	Rs. 15600-39100 with GP of Rs. 6600/-	02
10	Chief Medical Social Service Officer	A	Rs. 15600-39100 with GP of Rs. 6600/-	01
11	Accounts Officer	A	Rs. 15600-39100 with GP of Rs. 5400/-	01
12	Store Officer	A	Rs. 15600-39100 with GP of Rs. 5400/-	02
13	Assistant Nursing Superintendent	A	Rs.15600-39100 with GP of Rs. 5400/-	85
14	Chief Medical Record Officer	A	Rs.15600-39100 with GP of Rs. 5400/-	01
15	Sr. Dietician (Assistant Food Manager)	A	Rs. 15600-39100 with GP of Rs. 5400/-	02
16	Supervising Medical Social Service Officer	A	Rs. 15600-39100 with GP of Rs. 5400/-	01
17	Assistant Administrative Officer	B	Rs. 9300- 34800 with GP of Rs. 4600/-	01
18	Assistant Accounts Officer	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
19.	Assistant Stores Officer	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
20	CSSD Supervisor	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
21.	Senior Sanitation Officer	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
22	Assistant Engineer (A/C & R)	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
23	Assistant Engineer (Civil)	B	Rs. 9300-34800 with GP of Rs. 4600/-	02
24.	Assistant Engineer (Electrical)	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
25	Assistant Engineer for Vigilance Cell (Civil)	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
26	Private Secretary	B	Rs. 9300-34800 with GP of Rs. 4600/-	05
27	Chief Pharmacist	B	Rs. 9300-34800 with GP of Rs. 4600/-	01
28	Sanitation Officer	B	Rs. 9300-34800 with GP of Rs. 4200/-	03
29	Medical Record Officer	B	Rs. 9300- 34800 with GP of Rs. 4200/-	04
30	Sr. Pharmacist	B	Rs. 9300-34800 with GP of Rs. 4200/-	03
31	Office Superintendent	B	Rs. 9300-34800 with GP of Rs. 4200/-	01
32	Personal Assistant	B	Rs. 9300-34800 with GP of Rs. 4200/-	03
33	Assistant (N.S.)	B	Rs. 9300-34800 with GP of Rs. 4200/-	15

- i) Maximum age limit for applying for the aforesaid posts on deputation is 56 years as on last date of receipt of applications.
- ii) The period of deputation shall be initially for 3 years and extendable for maximum period of seven years as applicable under DoPT rules.
- iii) For detail eligibility qualification, experiences and other condition, please visit our website: www.aiimsbhubaneswar.edu.in to check the detail advertisement.
- iv) The Officers/ Officials who fulfill the specified eligibility conditions may submit their application in the prescribed proforma at **Annexure -I** through proper channel to:

**The Administrative Officer
All India Institute of Medical Sciences
At – Sijua, Po – Dumuduma, Patrapara
Bhubaneswar -751019**

- v) The last date for receipt of completed application on the prescribed proforma along with required documents through proper channel is **30 days after publication of this advertisement in the Employment News.**

**Administrative Officer
AIIMS, Bhubaneswar**



All India Institute of Medical Sciences, Bhubaneswar
Sijua, Post: Dumuduma, Bhubaneswar - 751 019

No. AIIMS/BBSR/RECT-CELL/2017/10

7th September 2017

VACANCY NOTICE ON DEPUTATION

Applications invited in prescribed pro-forma from eligible Officers of Central/State Government/U.T/Autonomous Bodies/Universities/Public Sector Undertaking/ R&D Organization/ Police Departments of Central/State/U.T/Armed Forces including Para Military Forces for filling up the following **Group 'A' & 'B' Posts on Deputation Basis** at All India Institute of Medical Sciences, Bhubaneswar. The essential qualification, experience etc. required for applying for these posts are as under:-

Sl. No	Name of Post	Pay Band & Grade Pay	Educational Qualifications	No. of Posts
Administration				
1.	Senior Administrative Officer	Rs. 15600-39100 with GP of Rs. 6600	Officers under the Central/State/U.T. Governments/Universities/Statutory/Autonomous Bodies or Research and Development Organisations (i) Holding analogous posts on regular basis Or (ii) With 5 years regular service in the grade pay of Rs. 5400/- in the relevant field. NOTE:- The Departmental Administrative Officer with 5 years regular service in the grade pay of 5400/- will also be considered along with outsiders (deputationists). In case the Departmental Officer is selected for appointment to the post, it will be treated as having been filled by promotion.	01
2.	Assistant Administrative Officer Group - B	Rs.9300 – 34800 with GP of Rs. 4600/-	Officer 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 as under: Essential: Degree from recognized University or its equivalent. Desirable: 1. MBA/ PG diploma in management from recognized Institutes. 2. Knowledge of Government Rules and Regulations. 3. Proficiency in Computers.	01
3.	Office Superintendent Group -B	Rs. 9300-34800 with GP of Rs. 4200/-	Officers under the Central /State/ U.T. Governments/Universities/Statutory, Autonomous Bodies or Research and Development Organizations i. Holding analogous posts on regular basis,	01

			Or ii. With 10 years regular service in the grade pay of Rs. 2400/- in the relevant field.	
Accounts				
4.	Accounts Officer Group -A	Rs. 15600-39100 with GP of Rs. 5400/-	Officers under the Central/State/U.T. Governments/Universities/Statutory/Autonomous Bodies/ Research and Development Organizations i. Holding analogous posts on regular basis, Or ii. With 2/3 years regular service in the relevant field in the grade pay of Rs. 4800/4600 respectively.	01
5.	Assistant Accounts Officer Group -B	Rs. 9300-34800 with GP Rs. 4600/-	Officers under the Central /State/ U.T. Governments/Universities/Statutory/Autonomous Bodies or Research and Development Organizations holding analogous posts on regular basis, Or Junior Accounts Officer with five years of regular service in the grade pay of Rs. 4200/-	01
Hospital Services				
6.	Chief Nursing Officer Group-A	Rs.15,600-39,100 with GP of Rs.7600/-	Officers of the Central/State Governments or Autonomous/Statutory Bodies: i. Holding analogous posts Or ii. With 5 years of regular service in the post in the relevant field in the PB-3 with Grade Pay of Rs. 6600/- Or iii. With 10 years of regular service in the post in the relevant field in the PB 3 with Grade Pay of Rs.5400/-	01
7.	Nursing Superintendent Group - A	Rs.15600-39100 with GP of Rs.6600/-	Officers of the State/Central Government or Statutory/Autonomous Bodies holding analogous posts Or Deputy/Assistant Nursing Superintendent with 5 years regular service in the Grade Pay of Rs. 5400/-	03
8.	Assistant Nursing Superintendent Group -A	Rs.15600-39100 with GP of Rs.5400/-	Officers of the State/Central Government or Statutory/Autonomous Bodies holding analogous posts Or Staff Nurse Grade I (Nursing Sisters) with 3 years regular service in the Grade Pay of Rs. 4800/- And Possessing educational qualification and experience as under:- Essential: (i) B. Sc. Nursing (4 year course) from a recognized Institute/ University. OR B. Sc. (Post-certificate) or equivalent such as B. Sc. Nursing (Post-basic) (2 year course) from a recognized Institute/University. (ii) Should be registered with the Indian Nursing Council /State Nursing Council	85

			<p>Experience: Six years experience in 200 bedded healthcare organization after obtaining Degree or equivalent from a recognized University/Institution</p> <p>Desirable:</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>	
Procurement and Stores				
9.	Store Officer Group -A	Rs. 15600-39100 with GP of Rs. 5400/-	<p>Officers under the Central/State/U.T. Governments/Universities/Statutory, Autonomous Bodies or Research and Development Organizations.</p> <p>i. Holding analogous posts on regular basis, or</p> <p>ii. With 2 years regular service in the grade pay of Rs. 4800/- or</p> <p>iii. With 3 years regular service in the grade pay of Rs. 4600/- and having educational qualifications and experience as under:</p> <p>i. Degree from a recognized University/Institution;</p> <p>ii. Post-graduate degree/Diploma in Material Management from a recognized University/Institution;</p> <p>OR</p> <p>iii. Bachelor's degree in Material Management from a recognized University/Institution and 3 years' experience in store handling (preferably medical stores).</p>	02
10.	Assistant Stores Officer Group -B	Rs.9300-34800 with GP of Rs.4600/-	<p>Officers under the Central/State/U.T. Governments/Universities/Statutory, Autonomous Bodies or Research and Development Organizations.</p> <p>i. Holding analogous posts on regular basis Or</p> <p>ii. With 5 years regular service in the grade pay of Rs. 4200/-</p>	01
Central Sterilization Services Department				
11.	CSSD Officer Group -A	Rs. 15600-39100 with GP of Rs. 6600/-	<p>Officers of Central/State Govt./Autonomous/ Statutory Organization holding analogous post on regular basis</p> <p>Or</p> <p>CSSD Supervisor with five/seven years of regular service in the grade pay of Rs. 5400/- or 4600/- respectively.</p>	01
12.	CSSD Supervisor Group - B	Rs. 9300 – 34800 with Grade Pay of Rs. 4600/-	<p>Officers of Central/State Govt./Autonomous/Statutory Organization holding analogous post on regular basis</p> <p>Or</p> <p>CSSD Supervisor with five years of regular service in the grade of Rs.4200/-</p>	01
Sanitation				
13.	Senior Sanitation Officer	Rs.9300-34800 with	Officers working in 200 bedded Hospital of Central/State/U.T Governments or Central	01

	Group -B	GP of Rs.4600/-	Autonomous/Statutory/Local Self Government Bodies or Public Sector undertakings: (i) Holding analogous posts on regular basis; Or (ii) Holding a post in the grade pay of Rs.4200/- with 5 years of regular service in the grade.	
14.	Sanitation Officer Group -B	Rs. 9300-34800 with GP of Rs. 4200/-	Officers of the 200 bedded Hospital of Central /State/U.T. Governments or Central Autonomous/ Statutory/Local Self Government Bodies or Public Sector undertakings: (i) Holding analogous post on regular basis; Or (ii) Holding a post in the grade pay of Rs. 2800/- with 6 years of regular service in the grade.	03
Central Library				
15.	Chief Librarian Group -A	Rs.37400-67000 with GP of Rs.8700/-	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 with at least 5 years of regular service in the grade pay of Rs. 7600/- or with at least 5 years of regular service in the grade pay of Rs. 6600/- and ii. Having educational qualification:- Essential:- (a) Master's Degree in Science (preferably on Biological Sciences); of a recognized University or equivalent. (b) Degree or equivalent Diploma in Library Science of a recognized Institution or University Desirable:- (a) Master's Degree in Library Science (b) Training in Medical Librarianship.	01
Central Medical Record Section				
16.	Chief Medical Record Officer Group -A	Rs.15600-39100 with GP of Rs.5400/-	Officers under the Central/State/U. T. Governments/Universities/Statutory/Autonomous Bodies or Research and Development Organizations (a) Holding analogous posts on regular basis or (b) With 2/3 years regular service in the grade pay of Rs. 4800/- or 4600/ respectively in the relevant field. And Possessing the following qualifications and experience in the following qualifications and experience: (a) Degree in Medical Record keeping (duration 1 year) from a recognized Institute/University. And (b) Ability to use computers in office applications, spread sheets and presentations. Typing speed of 35 words per minute in English or 30 words per	01

			minute in Hindi.	
17.	Medical Record Officer Group -B	Rs. 9300-34800 with Grade Pay of Rs. 4200/-	Officers under the Central/State/U. T. Government/Universities/ Statutory/Autonomous Bodies/ Health Care Organizations holding analogous posts on regular basis, Or Junior Medical Record Officer with six years of regular service in the grade pay of Rs. 2800 in the relevant field.	04
Kitchen				
18.	Chief Dietician (& Nutrition Officer) Group -A	Rs.15600-39100 with GP of Rs.6600/-	Officers under the Central/State/U.T. Governments/Universities/Statutory/Autonomous Bodies or Health Care Organizations: Holding analogous posts on regular basis Or With 5 years of regular service in the post of Senior Dietician (Assistant Food Manager) in the Grade Pay of Rs.5400/- Or With 7 years of regular service in the post of Dietician in the Grade Pay of Rs.4600/-	01
19.	Sr. Dietician (Assistant Food Manager) Group -A	Rs. 15600-39100 with GP of Rs. 5400/-	Officers under the Central/State/U. T. Governments/Universities/Statutory, Autonomous Bodies or Health Care Organizations: Holding analogous posts on regular basis Or With 3 years of regular service in the post of Dietician in the Grade Pay of Rs. 4600/-	02
Medical Social Service (Welfare)				
20.	Chief Medical Social Service Officer Group -A	Rs. 15600-39100 with GP of Rs. 6600/-	Employees of the Central /State/Union Territory Governments/Universities/Statutory/Autonomous Bodies/Public Sector Undertakings/ Research & Development Organizations (A) (i) Holding analogous posts on regular basis or (ii) With 5 years of regular service in the post in Grade Pay of Rs. 5400 and (B) Possessing the following qualifications and experience: (i) M.A. in Social Work/ MSW from a recognized Institute/ University and not less than 5 years of experience in the field of Medical Social Welfare with sound knowledge of medical and other government run financial aid schemes.	01
21.	Supervising Medical Social Service Officer Group -A	Rs. 15600-39100 with GP Rs. 5400/-	Officers of the 200 bedded Hospital of Central/ State/ U. T. Governments or Central Autonomous/ Statutory/ Local Self Government Bodies or Public Sector undertakings: (a) (i) Holding analogous posts on regular basis; or (ii) Holding a post in the grade pay of Rs.4600/- with 3 years of regular service in the grade; or (iii) Holding a post in the grade pay of Rs.4200/-	01

			with 8 years of regular service in the grade And (b) 5 years experience in the relevant field.	
Engineering				
22.	Executive Engineer (A/C & R) Group -A	15600-39100 with GP of Rs.6600/-	Officers from Ministries/Departments of Government of India, CPWD, MES, BRO, DoT, State Government/Union Territories Engineering Services, and other Engineering Departments of the Central/State/PSU/Statutory/Autonomous Bodies working holding analogous post. Or in PB-3 GP 5400 with 5 years of regular service in the grade. Or In PB-2 GP 4600 with 7 years of regular service in the grade.	01
23.	Assistant Engineer (A/C & R) Group -B	9300-34800 with GP of Rs.4600/-	Officers from Ministries/Departments of Government of India, CPWD, MES, BRO, DoT, State Government/ Union Territories Engineering Services, and other Engineering Departments of the Central/State Statutory/Autonomous Bodies holding analogous post or with 5 years of regular service as Junior Engineer.	01
24.	Assistant Engineer (Civil) Group -B	9300-34800 with GP of Rs.4600/-	Officers under the Central/State/U.T. Governments/ Universities/ Statutory, Autonomous Bodies or Research and Development Organizations Holding analogous posts on regular basis. Or Jr. Engineer (Civil) with 5 years of regular service in the grade.	02
24.	Assistant Engineer for Vigilance Cell (Civil) Group -B	9300-34800 with GP of Rs.4600/-	Officers under the Central/State/U.T. Governments/Universities/Statutory, Autonomous Bodies or Research and Development Organizations holding analogous posts on regular basis. Or Jr. Engineer (Civil) with 5 years of regular service in the grade.	01
26.	Assistant Engineer (Electrical) Group -B	9300-34800 with GP of Rs.4600/-	Officers under the Central/State/U.T. Governments/Universities/ Statutory, Autonomous Bodies or Research and Development Organizations holding analogous posts on regular basis. Or Jr. Engineer (Electric) with 5 years of regular service in the grade.	01
27.	Hospital Architect Group -A	15600-39100 with GP of Rs.6600/-	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.	01

Pharmacy				
28.	Chief Pharmacist Group -B	9300-34800 with GP of Rs.4600/-	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 of Pharmacist Grade II in the Grade Pay of Rs. 4200/-	01
29.	Sr. Pharmacist Group -B	Rs. 9300-34800 with GP of Rs.4200	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 6 years regular service in the grade of Pharmacist Grade II in Grade Pay of Rs. 2800/-	03
Administration Secretarial				
30.	Principal Private Secretary Group -A	Rs. 15600-39100 with GP of Rs. 6600/-	Officers of Central/State Government or Central/State Statutory/Autonomous Bodies holding analogous posts OR with at least 7 years of regular service in the post with Grade Pay of Rs. 4600 or higher	02
31.	Private Secretary Group -B	Rs.9300-34800 with GP of Rs.4600/-	Officers of the State/Central Government or Central Statutory/Autonomous Bodies holding analogous posts or with at least 5 years of regular service in the post with Grade Pay of Rs.4200 or higher.	05
32.	Personal Assistant Group -B	Rs.9300-34800 with GP of Rs.4200/-	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 10 years regular service in the grade pay of Rs. 2400/-	03
33.	Assistant (N.S.)	Rs.9300-34800 with GP of Rs.4200/-	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 10 years regular service in the grade pay of Rs. 2400/- in the relevant field and possessing educational qualification for direct recruitment as under: a. Degree of recognized University or equivalent. b. Proficiency in Computers.	15

- The number of posts in tentative and is liable to change based on the Institute's requirement.
- Maximum age limit for applying for the aforesaid posts on deputation is 56 years as on last date of receipt of application.
- The period of deputation will be for a period of three years and extendable for a maximum period of seven years as per DoPT guidelines. The officers who fulfill the above qualifications/eligibility criteria may submit their application in the prescribed proforma at Annexure-I through proper channel to the **Administrative Officer, All India Institute of Medical Sciences, At-Sijua, Post-Dumuduma**

Patrapada, Bhubaneswar -751019 so as to reach latest by **30 days after publication of this advertisement in Employment News.**

The envelope containing the application(s) should be superscripted “Application for the Post of _____ on Deputation Basis”. While forwarding their applications, it may be ensured that the particulars of the candidates are verified and that they fulfill the eligibility conditions. Duly attested photocopies of their up to date Confidential Reports (at least for the latest 05 years) may also be enclosed with the applications. It may also be clearly stated that no vigilance/disciplinary proceedings is pending or contemplated against the candidates concerned. Applications without Vigilance Clearance and attested copies of CR Dossiers will not be considered.

The deputation will be governed by the standard terms and conditions of deputation provided under Department of Personnel and Training O.M. No.6/8/2009-Estt. (Pay-II) dated 17.6.2010, as amended from time to time.

**Administrative Officer
AIIMS, Bhubaneswar**

No. AIIMS/BBSR/RECT-CELL/2017/10

**Application for the post _____ on deputation basis at
AIIMS, Bhubaneswar.**

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	:			
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).				
	Qualifications/Experience				
			Required		Possessed by the candidate
	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 employments (in chronological order) enclose a separate sheet, duly authenticated by your signature, if the 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 the 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	:

Date:

Signature of the Candidate

Certificate by the Employer

We verified the entries made in the application form and certified that no Vigilance/disciplinary proceedings is pending or contemplated against the Officer. The attested copies of CR dossier for the last 05 years, are enclosed.

Date:

Signature of Authorized Officer

Name:

Designation:

(With official seal)