



**All India Institute of Medical Sciences, Bhubaneswar**

**Sijua, Post: Dumuduma, Bhubaneswar - 751 019**

No.AIIMS/BBSR/Admin/ Deputation Group A & B/2014/

28<sup>th</sup> February 2014

**VACANCY NOTICE**

Applications invited in prescribed pro-forma from eligible Officers of Central/State Government/Autonomous Bodies 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.	Name of Post	Scale of Pay & GP	Educational Qualifications	No. Posts
1.	<b>Chief Librarian Group-A</b>	Rs.37,400-67,000/- with GP:Rs. 8700/-	<p><b>Essential Qualification:</b></p> <p>Officers under the Central/State/U.T.Governments/University/Statutory/Autonomous Bodies or Research and Development Organizations holding analogues posts on regular basis or with at least 5/8 years of regular service in the posts in the scale of Rs.220-4000/Rs.2000-3500 respectively, or equivalent and possessing the following qualifications and experience:</p> <p><b>Essential:</b></p> <ul style="list-style-type: none"><li>(i) At least a second class Master's Degree in Science (preferably in Biological Sciences of a recognized University or equivalent).</li><li>(ii) Degree or equivalent Diploma in Lab. Science of a recognized Institution or University; and</li><li>(iii) 7 years' experience in a supervisory capacity in a library of standing.</li></ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"><li>(i) Master's Degree in Library Science;</li><li>(ii) Training in Medical Librarianship;</li><li>(iii) Experience of documentation work in a responsible capacity;</li><li>(iv) Knowledge of Sanskrit and any modern European Language other than English.</li></ul> <p>Librarian Grade-I of AIIMS with 8 years of regular service in the grade shall also be considered (if he possesses the qualifications mentioned at Sl. No.9(C) above) and in case he is selected (on consideration of all those who have applied) the appointment shall be treated as promotion.</p> <p>(Period of deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>

2.	<b>Chief Nursing Officer Group-A</b>	Rs.15,600-39,100 with GP: Rs.7600/-	<p><b>Essential Qualifications:</b></p> <p>Officers of the Central/State Governments/Union Territory Administration or of Autonomous/Statutory Bodies holding analogous posts on regular basis or with 5 years of regular service in a post in the scale of Rs.2200-4000 and possessing the following qualifications and experience;</p> <ul style="list-style-type: none"> <li>(i) B.Sc. Nursing and</li> <li>(ii) Not less than 15 years' experience in the profession out of which 5 years should be as Nursing Superintendent or in similar capacity in Nursing Administration. Preference shall be given to those possessing M.Sc. in Nursing.</li> </ul> <p>(Period of deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>
3.	<b>Public Relation Officer Group-A</b>	Rs.15,600-39,100 with GP:Rs. 6600/-	<p><b>Essential Eligibility Criteria:-</b></p> <p>Officers under the Central/State/U.T. Government or Central Statutory/Autonomous Bodies or Central Public Sector Undertakings holding analogous posts on regular basis or with 5/8 years regular service in pay scale of Rs.2200-4000/Rs.2000-3500 respectively and having the following:</p> <ul style="list-style-type: none"> <li>(i) Degree of a recognized university or equivalent;</li> <li>(ii) Post-Graduate Diploma in Journalism/Public Relational; And</li> <li>(iii) Not less than 7 years of experience out of which at least 5 years in supervisor capacity in public relation/publicity printing and publishing.</li> </ul> <p>(Period of deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>
4.	<b>Librarian Selection Grade Group-A</b>	Rs.15,600-39,100 with GP: Rs.6600/-	<p><b>Essential Qualification:</b></p> <p>Officers under the Central/State/U.T. Governments/University/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.2200-4000/- Rs.2000-3500 respectively, or equivalent and possessing the following qualifications and experience:</p> <p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>(i) At least a second class Master's Degree in Science (Preferably in Biological Sciences) of a recognized University or equivalent;</li> <li>(ii) Degree or equivalent Diploma in Lab. Science of a recognized Institution or University; and</li> <li>(iii) 7 years' experience in a supervisory capacity in a library of standing.</li> </ul>	<b>01</b>

			<p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>(i) Master's Degree in Library Science;</li> <li>(ii) Training in Medical Librarianship;</li> <li>(iii) Experience of documentation work in a responsible capacity.</li> <li>(iv) Knowledge of Sanskrit and any modern European Language other than English.</li> </ul> <p>Librarian Grade-I of AIIMS with 8 years of regular service in the grade shall also be considered (if he possess the qualifications mentioned at Sl. No.9(c) above and in case he is selected (on consideration of all those who have applied) the appointment shall be treated as promotion.</p> <p>(period of deputation shall not ordinarily exceed 3 years)</p>	
5.	<b>Chief Dietician &amp; Nutrition Officer</b> <b>Group-A</b>	Rs.15,600-39,100 with GP:Rs.6600/-	<p><b>Essential Qualifications:-</b></p> <p>Officer of the Central/State/U.T. Government or of Autonomous/Statutory Bodies holding analogous posts on regular basis or with 5/8 years of regular service in the grade of Rs.2200-4000/2000-3500 respectively and possessing the following qualifications and experience:</p> <ul style="list-style-type: none"> <li>(i) M.Sc. (Food &amp; Nutrition): and</li> <li>(ii) 10 years of practical experience as Dietician in a large teaching hospital and managerial experience.</li> </ul> <p><b>Desirable:</b></p> <p>Ph.D in Human Nutrition or Therapeutic Dietetics. (Period of deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>
6.	<b>Chief Medical Social Service Officer</b> <b>Group-A</b>	Rs.15,600-39,100 with GP:Rs.6600/-	<p><b>Essential Qualifications:</b></p> <p>Officer of the Central/State/U.T. Government or of Autonomous/Statutory Bodies holding analogous posts on regular basis or with 5 years of regular service in a post in the scale of Rs.2200-4000 and possessing the following qualifications and experience:</p> <ul style="list-style-type: none"> <li>(i) Bachelor's Degree from a recognized University.</li> <li>(ii) Master's Degree in Professional Social Work from a recognized University/Institution or equivalent;</li> </ul> <p style="text-align: center;"><b>And</b></p> <ul style="list-style-type: none"> <li>(iii) Twelve years of teaching /research/professional experience in a Medical Institution/Organization in any of the Medical Social Work preferably Rehabilitation of Orthopedically handicapped persons</li> </ul> <p>(Period of deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>
7.	<b>Senior Administrative</b>	Rs.15,600-39,100 with	<b>Essential Eligibility Criteria:</b>	<b>01</b>

	<b>Officer Group-A</b>	GP:Rs.6600/-	Officers under the Central/U.T. Administration or the Central Statutory/Autonomous Bodies holding analogous posts on regular basis <b>or</b> with at least 5/8 years of regular services in a post in the pay Scale of Rs. 2200-4000/2000-3500 respectively or equivalent and having a Degree and experience in Administrative & Establishment matter and also preferably in Accounts matters Officers having MBA or Post Graduate. Diploma in Personnel Management shall be given preference.  (Period of deputation shall not ordinarily exceed 3 years)	
8.	<b>Finance and Chief Accounts Officer,(Sr. Accounts Officer) Group-A</b>	Rs.15,600-39,100 with GP:Rs.6600/-	<b>Essential Eligibility Criteria:</b>  i) Officers from any of the Central Organized Accounts Services holding an analogous post or post in the pay scale of Rs.2200-4000 with 5 years of regular service in the grade or  ii) Audit/Accounts Officers from any of the Central organized Accounts Departments with 7 years regular service in the scale of Rs.2,375-3,500 or equivalent.  In the event of suitable, officers from the Central Government being not available, similar officers in Finance/Accounts Departments of the Central Statutory/Autonomous Bodies or Public Sector Undertakings shall be considered.  (Period of deputation shall not exceed 3 years)	<b>01</b>
9.	<b>Executive Engineer (AC &amp; R) Group-A</b>	Rs.15,600-39,100 with GP:Rs.6600/-	<b>Essential Qualifications:</b> Officers of CPWD  (i) Holding an analogous post on regular basis or with 8 years of regular service in the post of Assistant Engineer (Electrical).  (ii) Possessing a Degree in Mechanical Engineering/Electrical and  (iii) Having at least 5 years of experience in A/C & Refgn.  In the event of a suitable officer not being available from CPWD, officers holding the post and having the service and qualifications and experience specified above, in other Central Government Departments or Central Statutory/Autonomous Bodies shall be considered.  (Period of deputation shall not ordinarily exceed 3 years)	<b>01</b>
10.	<b>Deputy Chief Security Officer Group-A</b>	Rs.15,600-39,100 with GP:Rs.6600/-	<b>Essential Qualifications:</b> Officers of the Police Departments of the Central/State/U.T. Governments or Officer of the Para Military Forces, holding analogous posts on regular basis or with 5/8 years of regular service in the scale of Rs.2200-4000/2000-3500 or respectively and preferably having experience connected with scrutiny,	<b>01</b>

			<p>handling agitations/strikes of employees.</p> <p>(Period of deputation shall not ordinarily exceed 3 years)</p>	
11.	<p><b>Assistant Controller of Examination</b></p> <p><b>Group-A</b></p>	<p>Rs.15,600-39,100 with GP:Rs.6600/-</p>	<p><b>Essential Qualification:</b></p> <p>Officer of AIIMS, holding analogous posts or having 5/8 years of regular service in the posts carrying pay scale or Rs.2200-4000/2000-3500 respectively and possessing the following:</p> <p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>(i) Degree of a recognized University or equivalent;</li> <li>(ii) Track record of absolute integrity and proved ability to maintain strict confidentiality of official matters.</li> </ul> <p><b>Desirable:</b></p> <p>Experience in organizing examination/competitive test.</p> <p>(Period of Deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>
12.	<p><b>Accounts Officer</b></p> <p><b>Group-A</b></p>	<p>Rs.15,600-39,100 with GP:Rs.5400/-</p>	<p><b>Essential Eligibility Criteria:-</b></p> <ul style="list-style-type: none"> <li>(i) Officers under the Central Government or Central Statutory/ Autonomous bodies holding analogous posts on regular basis and handling Accounts and Finance matters or holding posts of Accounts/ Audit Officer or equivalent in the pay scale of Rs.2375-3500/ Rs. 2200-4000.</li> <li>(ii) Assistant Accounts Officers in the pay scale of Rs. 2000-3200 with 7 years of regular service in the grade (including the service in the grade of Junior Accounts Officer/SAS Accountants/ Accountant in the scale of Rs. 1640-2900.</li> </ul> <p>(Period of Deputation shall not ordinarily exceed 3 years)</p>	<b>05</b>
13.	<p><b>Store Officers</b></p> <p><b>Group-A</b></p>	<p>Rs.15,600-39,100 with GP:Rs.5400/-</p>	<p><b>Essential Eligibility Criteria:-</b></p> <p>Officers of Central/State/U.T. Governments failing which officers of Central Statutory/Autonomous Bodies holding analogues 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:</p> <ul style="list-style-type: none"> <li>(i) Degree of recognized University or equivalent;</li> <li>(ii) Post Graduate Degree/Diploma in Materials Management of a recognized University/Institution or equivalent; and</li> <li>(iii) Not less than 5 years' experience in a supervisory capacity in handing stores, preferably medical.</li> </ul> <p>(Period of Deputation shall not ordinarily exceed 3 years)</p>	<b>02</b>

14.	<b>Security Officer Group-A</b>	Rs.15,600-39,100 with GP:Rs.5400/-	<p><b>Essential Qualification:</b></p> <p>Officers of the Police Department of the Central/State/Union Territory Governments or Officers of the Para Military Forces holding analogous posts or with 5 years of regular service in a post in the pay scale of Rs.1640-2900 or equivalent (pre-revised scale) and preferably having experience connected with security handling agitations/strikes of employees.</p> <p>(Period of deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>
15.	<b>Senior Sanitation Officer Group-B</b>	Rs.9,300-34,800/- with GP:Rs.4600/-	<p><b>Essential Qualifications:</b></p> <p>Officers of the Central/State/U.T. Governments or Officers of Central Autonomous/Statutory/Local Bodies or Public Undertakings.</p> <p>(A) i) Holding analogous posts on regular basis; or ii) A post in the pay scale of Rs.1640-2900 with 3 years of regular service in that grade; and</p> <p>(B) Possessing the following qualifications and experience;</p> <p><b>Essential</b></p> <p>i) Certificate in Sanitary Inspectors Course; ii) Experience in Sanitation of an Institution or Hospital of repute for not less than 12 years of which at least 5 years shall be in a supervisory capacity.</p> <p><b>Desirable:</b></p> <p>(i) Diploma/Certificate in Public Health. (ii) B.Sc. preferably in Biological Sciences.</p> <p>(Period of Deputation shall not ordinarily exceed 3 years)</p>	<b>01</b>
16.	<b>Librarian Gr-I (Documentalist) Group-B</b>	Rs.9,300-34,800/- with GP:Rs.4600/-	<p><b>Essential Qualification:</b></p> <p>Officers of the Central/State/UT Governments or Officers of the Central Autonomous/Statutory Bodies or Public Sector Undertakings.</p> <p>(a) (i) Holding analogous posts on regular basis; or (ii) Posts in the pay scale of Rs.1640-2900 with 3 years of regular service in the grade; and</p> <p>(b) Possessing the following qualifications:</p> <p>(i) M.Sc/M.A/M.Com. Degree; and (ii) Bachelor's Degree in Library Science; and (iii) Experience in acquisition of books, periodicals and documentation work in a Medical or other library of standing.</p> <p>(Period of deputation shall not ordinarily exceed 3 years.)</p>	<b>02</b>

17.	<b>Sanitation Officer</b>  <b>Group-B</b>	Rs.9,300- 34,800/- with GP:Rs.4200/-	<b>Essential Qualification:</b>  Officers of the 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;  <b>Or</b>  (i) Holding a post in the pay scale of Rs.1400-2300 with 5 years of regular service in the grade; And (b) Possessing the following qualification and experience (i) Certificate of Sanitary Inspector Course; (ii) 10 years of experience in sanitation, preferably in a hospital of repute.  (Period of Deputation shall not ordinarily exceed 3 years)	<b>03</b>
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- 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 shall not ordinarily exceed 3 years.

The officers who fulfil 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, Post-Dumduma, Sijua, Patrapada, Bhubaneswar so as to reach by 31<sup>st</sup> March 2014 at 5.00 PM.

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 fulfil 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**

