

173

All India Institute of Medical Sciences, Bhubaneswar
(A Statutory body under aegis of Ministry of Health and Family Welfare, Govt. of India)
Sijua, Dumduma – Post, Bhubaneswar (Odisha) - 751019

Dated: 20.03.2019

ADVERTISEMENT FOR WALK IN INTERVIEW

Eligible Candidates are invited to attend walk in interview for below mentioned posts on **29.03.2019 (02:00 PM)** for a research project under Department of Community Medicine and Family Medicine funded by UNICEF.

Title of Project: Jiban Sampark: Technical support and capacity building of different stakeholder in enhancing the uptake of Government of Odisha's health & nutrition services by particularly Vulnerable Tribal Groups (PVTG) Communities.

The essential qualification, experience, salary, tenure of appointment and other terms and conditions are as under.

Name of the Post	No. of posts	Qualification and experience	Salary	Job Description
Administrative cum Account Assistant (Duration of 11 months)	1(one)	B.com (preferably M.com) certified in computer application with minimum two year experience in accounting with knowledge of Tally, logistic & stock register maintenance.	20,000/- INR/month	All administrative and account related works of the project

How to Apply

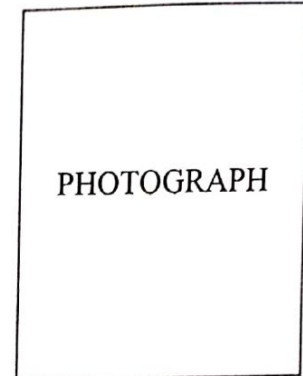
Interested candidates may appear for walk in interview on **29.03.2019**. Candidates should bring duly filled application form (as per the prescribed Performa), Updated Curriculum Vitae (CV) and all original certificates of educational qualifications, experience certificate along with a photo and a set of photocopies at the time of interview.

172

All India Institute of Medical Sciences, Bhubaneswar
(A Statutory body under aegis of Ministry of Health and Family Welfare, Govt. of India)
Sijua, Dumduma – Post, Bhubaneswar (Odisha) - 751019

APPLICATION FOR THE POST OF ADMIN CUM ACCOUNT ASSISTANT

1. Full name in block letters:
2. Father's/Husband's Name:
3. Date of Birth:
4. Age:
5. Gender:
6. Permanent Address:
7. Present Address:
8. Contact Number:
9. Email id:
10. Details of Qualification:



Sl. No	Degree	Year of passing	University

11. Details of Experience:

Sl. No	Designation	Name of Institute	From (date) – To (date)

12. Any other important information

Declaration

I hereby declare that the information given above is true and correct to the best of my knowledge. In the event of any information being found incorrect/false, my candidature/services are liable to be terminated.

Place:

Date:

Signature of the Candidate

171

All India Institute of Medical Sciences, Bhubaneswar
(A Statutory body under aegis of Ministry of Health and Family Welfare, Govt. of India)
Sijua, Dumduma – Post, Bhubaneswar (Odisha) - 751019

Terms & conditions:

1. These are tenure vacancies under funded project and are not employment from AIIMS Bhubaneswar pay roll.
2. Employment will automatically terminate upon completion of the project and there is no liability for permanent employment on AIIMS, Bhubaneswar or principal investigator.
3. Also the candidate has no right to claim permanent employment based on this job.
4. Selected candidates may have to carry out visits to different districts of Odisha.
5. No TA/DA will be paid for attending the interview.

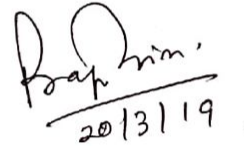
Venue: Board room, Department of CM and FM, 3rd Floor, Academic Block, AIIMS Bhubaneswar

Reporting time for document verification: 29th March, 2019 at 12.00 PM

Time of Interview: 29th March, 2019 at 02.00 PM


20/3/19

(Principal Investigator)
Prof. (Dr.) Vikas Bhatia, HOD
Department of CM and FM,
AIIMS Bhubaneswar


20/3/19

(Co-Investigator)
Dr. Prajan P Giri, Asst. Professor
Department of CM and FM,
AIIMS Bhubaneswar