



## अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर

ALL INDIA INSTITUTE OF MEDICAL SCIENCES, BHUBANESWAR

स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक सांविधिक निकाय

(A Statutory Body under aegis of Ministry of H & F.W., Govt. of India)

सिजुआ, डाक: डुमुडुमा, भुवनेश्वर, ओडिशा - ७५१०१९

SIJUA, POST-DUMUDUMA, BHUBANESWAR, ODISHA-751019

### NOTIFICATION

Advt No. :- DEPUTATION/01/2026

**Sub- Recruitment of Senior Accounts Officer (Pay Level-11), Accounts Officer (Pay Level-10) and Assistant Accounts Officer (Pay Level-7) on Deputation Basis at AIIMS Bhubaneswar-reg.**

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All India Institute of Medical Sciences, Bhubaneswar, an Autonomous Institute of National Importance, is one of the newer AIIMS and an apex healthcare Institute established by the Ministry of Health & Family Welfare, Government of India, under the **Pradhan Mantri Swasthya Suraksha Yojana (PMSSY)** with the aim of correcting regional imbalances in quality tertiary level healthcare in the country and attaining self-sufficiency in undergraduate, postgraduate & higher medical education, research and training.

2. Applications are being invited in prescribed pro-forma (**Hard Copy Only**) from eligible Officers of Central Governments / State Governments / U.T. Governments / Statutory / Autonomous Bodies / Government Universities / Government Research and Development Organizations etc. as applicable to fill the below mentioned **Group 'A' & 'B' posts on Deputation Basis** at All India Institute of Medical Sciences, Bhubaneswar.

3. The details of post and Eligibility Criteria are as follows-

| Sl. No. | Name of the Post           | Pay Level as per 7 <sup>th</sup> CPC | Vacancy | Qualification & Experience                                                                                                                                                                                                                                                                           |
|---------|----------------------------|--------------------------------------|---------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | Senior Accounts Officer    | Pay Level-11                         | 2       | Officers under the Central/State/U.T. Government/Universities/Statutory/ Autonomous Bodies or Research and Development Organizations<br>i. Holding analogous posts on regular basis,<br>OR<br>ii. With 5 years regular service in the relevant field in the Grade Pay of ₹ 5400/-                    |
| 2       | Accounts Officer           | Pay Level-10                         | 3       | Officers under the Central/State/U.T. Government/Universities/Statutory/ Autonomous Bodies or Research and Development Organizations.<br>i. Holding analogous posts on regular basis,<br>OR<br>ii. With 2/3 years regular service in the relevant field in the grade pay of ₹ 4800/4600 respectively |
| 3       | Assistant Accounts Officer | Pay Level-7                          | 1       | Officers under the Central /State/ U.T. Governments/Universities/Statutory/ Autonomous Bodies or Research and Development Organizations holding analogous posts on regular basis,<br>OR<br>Junior Accounts Officer with five years of regular service in the grade pay of ₹ 4200/-                   |

#### 4. General Information and Terms & Conditions:

- 4.1. The number of posts is tentative and is liable to change based on the Institute's requirement.
- 4.2. The period of deputation will be for a **period of 3 (three) years** and extendable as per DoPT/MoH&FW, Govt of India guidelines.
- 4.3. The maximum age limit applicable for the posts will be regulated as per DoPT OM No. AB-14017/11/2017-Estt (RR) dated 5<sup>th</sup> February, 2018.
- 4.4. The other eligibility criteria will be regulated as per the relevant Recruitment Rules/DoPT instructions as applicable.
- 4.5. The Cadre Controlling Authority shall forward the application complete in all respect with requisite documents namely **Application Form (Annexure-I, Annexure-II & Annexure-III), certificates of educational qualifications, experience certificate(s), APARs of preceding 05 years, Vigilance Clearance, Integrity Certificate, No Objection Certificate (NOC) and the list of major/minor penalty imposed, if any, during the last ten years, within 21 days** from the date of publication of the notice of vacancy in Employment Newspaper.
- 4.6. The application through proper channel should reach the AIIMS Bhubaneswar within **21 days** from the date of publication of the advertisement in the Employment News. The duly forwarded application form may be sent to "**Shri Dibya Ranjan Pattnaik, Assistant Administrative Officer, Recruitment Cell, Academic Block, AIIMS Bhubaneswar-751019**". The envelope containing the application should clearly super scribe "**The Post Applied For \_\_\_\_\_(On Deputation).**"
- 4.7. In case of Officers already on deputation, the applicants of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.
- 4.8. Applications received other than through proper channel or received after the prescribed period will not be considered, even if they are forwarded through proper channel.
- 4.9. The Service under the Institute is governed by the Act and the Rules & Regulations framed thereunder.
- 4.10. No TA/DA shall be admissible for attending the interview or any stage of the recruitment process, which shall be conducted at AIIMS Bhubaneswar or at any other venue as decided by the Competent Authority, AIIMS Bhubaneswar.
- 4.11. Any **corrigendum/addendum or revision** of the advertisement or any other information regarding this recruitment will be posted on the Official website of AIIMS, Bhubaneswar. Candidates are advised to visit Institute's website <https://aiimsbhubaneswar.nic.in> regularly for any update.

#### 5. Instructions to the Candidates

- 5.1 All the posts carry usual allowances as admissible to Central Government Employees of similar status at Bhubaneswar, Odisha.
- 5.2 The post(s) is/are whole time and private practice of any kind is prohibited.
- 5.3 The candidates are likely to be posted at rural health and urban health centers or other centers attached with the Institute for the period to be decided by the Institute, as applicable.
- 5.4 While every effort will be made to provide residential accommodation to the officers appointed at the Institute subject to availability but in view of the paucity of the residential accommodation

in the campus it may not be possible to provide accommodation in every case. In the event that no accommodation is provided, necessary H.R.A. as admissible to Central Government Servants of similar status stationed at Bhubaneswar, Odisha will be provided.

- 5.5 Canvassing of any kind will be a disqualification.
- 5.6 The candidate should not have been convicted by any Court of Law.
- 5.7 In case any information given or declaration by the candidate is found to be false or if the candidate has wilfully suppressed any material information relevant to this appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the Appointing Authority.
- 5.8 The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.
- 5.9 The decision of the Competent Authority regarding the interview, verification of documents, and selection would be final and binding on all candidates. No representation/correspondence will be entertained in this regard.
- 5.10 All disputes will be subject to the jurisdiction of the Court of Law at Bhubaneswar.

**IMPORTANT:**

*In case of any guidance/information/clarification regarding their applications, candidature, etc. candidates can contact PhoneNo-0674-2476255 (Between 09:30 AM to 5:15 PM only working days)*

*Email: [recruitment@aiimsbhubaneswar.edu.in](mailto:recruitment@aiimsbhubaneswar.edu.in)*

**(Md. Salim Golder)**  
**Administrative Officer**  
**AIIMS Bhubaneswar**

## Annexure-I



## अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर

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सिजुआ, डाक: डुमुडुमा, भुवनेश्वर, ओडिशा - ७५१०१९

SIJUA, POST-DUMUDUMA, BHUBANESWAR, ODISHA-751019

APPLICATION FOR THE POST OF \_\_\_\_\_ ON  
DEPUTATION BASIS, AIIMS BHUBANESWAR

## Note:

To avoid any misrepresentation or interpretation of facts, the application must be duly typed or handwritten, supported with self-attested copies of testimonials.

PHOTO

If the officer is eligible for more than one post, he/she should apply separately for each post.

|     |                                                                                                                         |                                                                                                                                                                              |
|-----|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of the applicant:                                                                                                  |                                                                                                                                                                              |
| 2.  | Father/Spouse Name:                                                                                                     |                                                                                                                                                                              |
| 3.  | Present Designation:                                                                                                    |                                                                                                                                                                              |
| 4.  | Working under:                                                                                                          | Central / State Govt. / UT Govt. / Autonomous Institutions / Govt. Universities / Govt. Research and Development Organizations / Others<br><b>If Others, please specify:</b> |
| 5.  | Present Basic Pay as per 7 <sup>th</sup> CPC:<br>(In case of IDA or Other Scale, please enclose the relevant document.) |                                                                                                                                                                              |
| 6.  | Present Level in Pay matrix of 7 <sup>th</sup> CPC:<br>(Please enclose the last pay slip)                               |                                                                                                                                                                              |
| 7.  | Nature of present employment-<br>Ad-hoc/Temporary/Officiating/Regular)                                                  |                                                                                                                                                                              |
| 8.  | Date of Birth (dd/mm/yyyy):                                                                                             |                                                                                                                                                                              |
| 9.  | Gender:                                                                                                                 |                                                                                                                                                                              |
| 10. | Marital Status:                                                                                                         |                                                                                                                                                                              |
| 11. | Nationality:                                                                                                            |                                                                                                                                                                              |
| 12. | Religion:                                                                                                               |                                                                                                                                                                              |
| 13. | Applicant belongs to:                                                                                                   | UR / OBC / EWS / SC / ST                                                                                                                                                     |
| 14. | Date of retirement                                                                                                      |                                                                                                                                                                              |

|     |                                                                                                     |  |
|-----|-----------------------------------------------------------------------------------------------------|--|
| 15. | Address for communication:                                                                          |  |
| 16. | Mobile number:                                                                                      |  |
| 17. | Email id:                                                                                           |  |
| 18. | Designation, Email id & Contact of the Employer/(Head of the Institute)/Cadre Controlling Authority |  |
| 19. | Aadhaar Number:                                                                                     |  |

## 20. Educational Qualifications:

| Examination passed        | Year of passing | Name of the Institution/University |
|---------------------------|-----------------|------------------------------------|
| 10 <sup>th</sup> /SSLC    |                 |                                    |
| 12 <sup>th</sup> /HSC/PUC |                 |                                    |
| UG -                      |                 |                                    |
| PG -                      |                 |                                    |
| Others if any             |                 |                                    |
|                           |                 |                                    |
|                           |                 |                                    |

## 21. Details of Employment in chronological order starting with the latest

(Enclose a separate sheet, if the space below is insufficient)

| Designation | Regular/<br>Deputation | Institution/<br>Organization | Basic Pay<br>Level/<br>Grade Pay* | From | To | Nature of<br>Duties<br>performed |
|-------------|------------------------|------------------------------|-----------------------------------|------|----|----------------------------------|
|             |                        |                              |                                   |      |    |                                  |
|             |                        |                              |                                   |      |    |                                  |
|             |                        |                              |                                   |      |    |                                  |

\* Period of service rendered in higher GP's/Pay Levels attained through MACP/ACP will not be considered as eligible years of service in the required GP/Pay level.

22. In case the applicant belongs to an organization that is not following the Central Government Pay Scales, the latest salary slip with the information like Basic Pay with scale of pay, DA and other allowances, total emoluments, etc., may be enclosed.
23. Any additional information or achievements (if any): Enclose a separate sheet if the space is insufficient

**Declaration by the candidate**

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of essential qualification/work experience submitted by me, will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld. In the event of any information being found false/incorrect or ineligibility being detected before or after the interview or selection, my candidature/appointment is liable to be rejected/terminated.

**Signature of the applicant**

**Place:**

**Date:**

**Annexure-II****Certificate by the Employer / Cadre Controlling Authority**

The information/details provided in the above application are true and correct as per the facts available on the records. This Institute/Department/Organization has **No Objection** to his/her application being considered for the post of \_\_\_\_\_ on deputation basis for AIIMS Bhubaneswar as published vide **Advt. No. Deputation/01/2026**. He/she possesses the educational qualification and experience mentioned in the vacancy circular. If selected, **he/she will be relieved immediately.**

**Also certified that:**

- i. There is no vigilance or disciplinary case pending / contemplated against Shri/Smt. \_\_\_\_\_
- ii. His/her **integrity** is beyond doubt.
- iii. The officer is holding the post on a **regular** basis.
- iv. Photocopies of the **APAR/ACRs** for the last five years, duly attested, are enclosed.
- v. **Disciplinary case** is neither pending nor contemplated against the officer, and no **major/minor penalty** was imposed on him/her during the last ten years.

**Signature (with seal);****(Employer / Cadre Controlling Authority)****Place:****Date:**

**Annexure-III****List of Enclosures**

| Sl. No. | Particulars of enclosures                                                                                                  | Yes/No |                    |                                                            |
|---------|----------------------------------------------------------------------------------------------------------------------------|--------|--------------------|------------------------------------------------------------|
| 1       | Certificates of Educational Qualification<br>(From 10 <sup>th</sup> to Degree or any other higher education as applicable) |        |                    |                                                            |
| 2       | No Objection Certificate (NOC)                                                                                             |        |                    |                                                            |
| 3       | Vigilance Clearance Certificate                                                                                            |        |                    |                                                            |
| 4       | Integrity Certificate                                                                                                      |        |                    |                                                            |
| 5       | Last five years ACR/APARs                                                                                                  | Year   | Enclosed<br>Yes/NO | Grading of<br>Reviewing<br>Officer (On a<br>scale of 1-10) |
|         |                                                                                                                            |        |                    |                                                            |
|         |                                                                                                                            |        |                    |                                                            |
|         |                                                                                                                            |        |                    |                                                            |
|         |                                                                                                                            |        |                    |                                                            |
|         |                                                                                                                            |        |                    |                                                            |
| 6       | No Major/Minor Penalty Certificate                                                                                         |        |                    |                                                            |
| 7       | Service Certificate with mention of Pay<br>Scale                                                                           |        |                    |                                                            |
| 8       | Last Pay Slip                                                                                                              |        |                    |                                                            |
| 9       | Experience Certificate                                                                                                     |        |                    |                                                            |

**Signature of the applicant**