



## ALL INDIA INSTITUTE OF MEDICAL SCIENCES BHOPAL

SaketNagar, Bhopal – (MP)

Website: [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in) and [www.aiimsbhopal.nic.in](http://www.aiimsbhopal.nic.in)

AdvertisementNo: AIIMSBhopal/RVL/2016/02 Dated: 31/03/2016

### **Recruitment of Contractual Staff at AIIMS Bhopal Regional Virology Laboratory**

- I. To strengthen the infrastructure and capacity for handling viral diseases in the country in terms of early and timely diagnosis, continuous monitoring and surveillance of existing as well as new viral strains and handling viruses with a potential to be used as agents of bio-terrorism the Government of India has approved “Establishment of a network of Laboratories for Managing Epidemics and Natural Calamities” for implementation during the 12th Plan period.
- II. One Regional Virology Laboratory is sanctioned to AIIMS Bhopal which is a premier Institute of National Importance (INI) established by the Ministry of Health & Family Welfare, Government of India under the Pradhan Mantri Swasthya Suraksha Yojna (PMSSY) with the aim of correcting regional imbalances in quality tertiary level healthcare in the country and attaining self-sufficiency in graduate and postgraduate medical education and training.
- III. **Online applications are invited from the Indian citizens and OCI for the following posts on contractual basis at AIIMS Bhopal Regional Virology Laboratory through direct recruitment.**

S.No.	Name of Post and pay scale	Number of posts	Group	Consolidated pay	Age not exceeding
1.	Research Assistant	02 UR	C	Rs. 22,120/- per month	30 years
2.	Data Entry Operator	02 UR	C	Rs. 16,000/- per month	35 years
3.	Multitask worker	06(5UR, 1OBC)	D	Rs. 10,000/- per month	35 years

- IV. **How to apply:** Detailed advertisement is hosted at the website of AIIMS Bhopal, [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in)  
The application form has to be filled online at [www.recruitment.aiimsbhopal.edu.in](http://www.recruitment.aiimsbhopal.edu.in)
  - The online application form will be made available from **31<sup>st</sup> March 2016 and close at 5:00 pm on 15<sup>th</sup> May 2016.**
  - The candidates shall take print of the application form submitted online and send the signed copy of the printed application form along with self-attested photocopies of proof of date of birth (class 10<sup>th</sup> certificate/ school leaving certificate), eligibility qualification mark-sheets, degrees, experience certificate, caste certificate (if applicable) and other relevant testimonials by speed post to the following address:

**Dr Debasis Biswas**  
**Principal Investigator, AIIMS Bhopal Regional Virology Lab**  
**Department of Microbiology**  
**Ground Floor of the Medical College Building**  
**All India Institute of Medical Sciences (AIIMS)**  
**Saket Nagar**  
**Bhopal-462020 (MP) .**

The envelope must be super scribed as ‘Application for post of ..... (*write the name of the post applied for*) in the AIIMS Bhopal Regional Virology Laboratory’.

- The printed copy of the application form submitted online along with annexures must reach AIIMS Bhopal on or before 5:00 pm of **30<sup>th</sup> May 2016 by speed post ONLY**. Delivery of the application and supporting documents (as mentioned above) by hand / in person/ courier will **NOT** be entertained.
- Application lacking complete information and non-remittance of requisite application fee as well as failure to submit duly signed printed copy of application along with proof of date of birth (class 10<sup>th</sup> certificate/ school leaving certificate), eligibility qualification mark-sheets, degrees, experience certificate, caste certificate (if applicable) and other relevant testimonials by speed post to aforementioned address are liable to be rejected without any further communication.

#### **V. Application Fees:**

- **For OPH, SC and ST candidates: NIL**
- For General/OBC candidates Rs. 5,00/- plus transaction charges as applicable.
- Fees shall be paid on-line at the time of submission of application form.
- Fee once remitted will not be refunded.

#### **VI. Eligibility:**

<b>S.No.</b>	<b>Post Name</b>	<b>Essential Qualifications</b>
1.	Research Assistant	Post graduate degree in relevant subject (Life Sciences).
2.	Data Entry Operator	Graduate with knowledge of data entry work with typing speed of 35 words per minute in English or 30 words per minute in Hindi
3.	Multitask worker	High School / Matric / equivalent from a recognized Board.

**VII. Last Date of Application:** The on-line filling up of application form will automatically close at 5:00 pm on **15<sup>th</sup> May 2016**.

- *Congestion of system may occur during last hours. The applicants are strongly advised not to wait till last date of submission to avoid rush and submit the application well in time.*
- *The application will be considered only when it has been duly submitted by pressing submit button. After making payment you shall download the application form submitted by you by clicking on the **Download the application form**. The candidate shall take print of the application form and bring at the time of interview also.*
- ***Inadequately filled / incomplete applications may be summarily rejected.***
- Applications which remain in draft stage for any reason will not be considered.

**VIII. Documents:**Printed copy of on-line application form, two passport size photographs and two sets of self- attested photocopies of the following along with the originals must be brought at the time of interview.

1. "No Objection Certificate – NOC" for those who are working in central/state Government / Semi Government Autonomous Institutions from their respective organization.
2. Degrees, Certificates, Mark-sheets, Age proof, Caste certificates, Experience Certificates,and qualifying degree registration with statutory council (if applicable).

**IX. The effective date for fulfilling eligibility criteria (including qualification and experience etc), upper age limit will be the last date of submission of application (15<sup>th</sup> May 2016 ):**

1. Age relaxation of 5 years for SC/ST and 3 years for OBC candidateswill be admissible.
2. In the case of Orthopedic Physical Handicapped (OPH) candidates, age relaxation up to maximum period of 5 years for General Category, 8 years for OBC category and 10 years for SC/ST category candidates.

**X. Reservation:**

1. OBC Candidates will attach certificate in Annexure-V from the prescribed authority for Central Government posts along with certificate that the candidate does not belong to Creamy Layer. Date of issue of Certificate should not be earlier than 1 year of closing date of advertisement.
2. For SC/ST-certificate should be issued by Tehsildar or above rank officer in format of State/Central Government.
3. The disability certificate should be issued by a duly constituted and authorized Medical Board of the State or Central Govt. Hospitals/Institutions and countersigned by Medical Superintendent / CMO /Head of Hospital / Institution.
4. The Medical Board issuing certificate shall conform to guidelines of Ministry of Social Welfare and Empowerment (Govt. of India).

**XI. Short Listing:** Based on bio-data, the candidates may be short-listed for interview. Candidates called for interview must bring printed copy of the application form, No objection certificate from the current employer and produce all relevant original documents in proof of details furnished in their application at the time of interview.

**XII. Site of Interview/written Examination:**Interviews / written examination will be held at Bhopal. No TA/DA will be paid for that. The selection of Laboratory Technician (Group C post) will be through written examination only.

## TERMS & CONDITIONS

1. It is candidates' responsibility to ascertain and ensure their eligibility as per the prescribed qualification and experience. Any misinformation detected at any stage will make the candidate liable for legal action. Permission to appear in the selection process does not approve the eligibility of the candidate. Even after qualifying the selection process the candidate may be rendered disqualified at the time of document verification if he / she does not fulfil essential eligibility criteria.
2. These appointments will be made from the staff strength sanctioned to Regional Virology Laboratory and appointment to Regional Virology laboratory will not vest any right to candidate for appointment within the sanctioned staff strength of AIIMS Bhopal.
3. **Tenure:**The assignments are purely on contract basis for a period of twelve months or till the time of regular recruitment whichever is earlier. This appointment will not vest any right to claim by the candidate for regular appointment or permanent absorption in AIIMS Bhopal or ICMR/DHR or for continued contractual appointment.
4. **Expiry of Contract:**The contract will automatically expire on completion of twelve months until it is renewed with mutual consent for the decided period. The contractual appointment can be terminated at any time by either side by giving 30 days' notice or salary in lieu thereof.
5. **Leave:**The leave entitlement of the appointee shall be governed in terms of the AIIMS Bhopal leave policy as amended from time to time.
6. **Accommodation:** No hostel or any other accommodation will be provided by the institute.
7. The candidate who is already in government service shall submit '**No Objection Certificate**' from the present employer at the time of Interview.
8. The prescribed qualification is minimum and mere possessing the same does not entitle any candidate for selection.
9. The candidate should bring along original certificates in support of his/her age, educational/ professional qualification, experience etc., two recent passport size colour photographs and a two sets of self-attested photocopies of the relevant documents failing which he/she will not be allowed to participate in the interview.
10. The candidate applying in response to his advertisement should satisfy themselves regarding their eligibility in all respects.
11. No travelling or other allowances will be paid to the candidate for appearing in written examination or for joining the post.
12. Canvassing of any kind will lead to disqualification.
13. Private practice of any type is prohibited.
14. He / She may have to work in shifts and can be posted at any place in the institute and its attached rural centres or for field visits.

15. He / She is expected to conform to the rules of conduct and discipline as applicable to the institute employees.
16. The decision of the competent authority regarding the selection of the candidate will be final and no representation will be entertained in this regard.
17. The candidate should not have been convicted by any Court of Law.
18. 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 his appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.
19. The decision of the competent authority regarding selection of candidates will be final and no representation will be entertained in this regard.
20. Applications incomplete in any aspect will be summarily rejected.
21. 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.
22. All information / updates pertaining to this advertisement including date of interview, result, joining etc will be displayed on the AIIMS Bhopal website which is [www.aiimsbhopal.edu.in](http://www.aiimsbhopal.edu.in)
23. No individual intimation may be sent by AIIMS Bhopal to applicants. It will be the responsibility of applicants to keep abreast of the developments by visiting institute website regularly.
24. All disputes will be subject to jurisdictions of Court of Law at Bhopal.

**Director**  
**AIIMS Bhopal**