

Government of India
Ministry of Health & Family Welfare
PMSSY Division
Nirman Bhawan, New Delhi-110011

Website : www.mohfw.nic.in

Fax : 011-23061867

Advertisement No. 11/2014

ADVERTISEMENT FOR THE POST OF DEPUTY DIRECTOR (ADMINISTRATION) IN ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS), BHUBANESWAR.

The Ministry of Health & Family Welfare, Government of India has set up AIIMS Bhubaneswar under Pradhan Mantri Swasthya Suraksha Yojana as an Institution of National Importance. Applications from eligible candidates are invited for appointment on deputation basis to the post of Deputy Director (Administration) AIIMS Bhubaneswar. The last date for receipt of applications is within 45 days from the date of publication of the advertisement in the Employment News.

- II. Detailed advertisement and application format have been hosted on the Ministry website at <http://pmssy-mohfw.nic.in/> and application format can be downloaded from here. Duly filled application along with attested copy of all relevant certificates are to be sent by the applicant to Shri Sundeep Kumar Nayak, Joint Secretary (PMSSY), Room No. 144-A Wing, Nirman Bhawan, New Delhi-110011 super scribing on the envelop "Application for the Post of Deputy Director (Administration) AIIMS Bhubaneswar".
- III. The period of deputation shall ordinarily be three years. Pay will be protected as per Govt of India rules.
- IV. Upper age limit for candidates coming on deputation should not exceed 56 years as on the closing date of receipt of application.
- V. Eligibility: IAS/AIS/Service Officers/Officers of the State Government/Autonomous Organizations/Government Undertaking, equivalent to the Officers of the rank of Deputy Secretary/Director of Government of India, who have been involved in institution building at some stage of their career, are eligible to apply.
- VI. Pay Band - 4: Rs. 37000 - 67000 with Grade Pay of Rs. 8700/-.
- VII. The post carries usual allowances as admissible to Central Government Employees of similar status and other allowances sanctioned in AIIMS New Delhi.
- VIII. The qualification/eligibility prescribed is minimum requirement and the same does not automatically make candidates eligible for selection. Based on bio-data, the Selection Committee will short-list candidates. Candidates may be called for interview. The candidates have to produce all relevant original documents in proof of details furnished in their application at the time of selection.
- IX. The applicants working in Central / State Govt./ Autonomous body should send "No Objection Certificate" from their respective organizations along with their application. While forwarding the application the following documents may be sent along with the application by the authority forwarding the application.
- Complete ACR dossiers/ attested copies of ACRs of the applicant (last five years).
 - A certificate about the integrity of the Officer recommended for appointment on Deputation.
 - Vigilance clearance certificate in respect of the applicant duly signed by an authorized officer.
 - Major/ minor penalty imposed if any, on the officer during last 10 years/ service period whichever is less.
- X. Interview may be conducted for selection to the post. It will be held at New Delhi. No TA/DA will be paid to candidates called for appearing in interview by the Ministry of Health & Family Welfare.


(Sundeep Kumar Nayak)
Joint Secretary

APPLICATION FORMAT

Name and particulars of applicant for the post of Deputy Director (Administration) (Group A-Gazetted) at AIIMS, Bhubaneswar under the Pradhan Mantri Swasthya Suraksha Yojana.

- 1. Name (BLOCK LETTER) :
- 2. Father's Name :
- 3. Date of Birth and Age :
(As on 30 October 2014)
- 4. Present address (including E-Mail ID, Fax and Mobile):
- 5. Whether citizen of India or Non-Resident Indian or Person of Indian Origin (Please specify)
- 6. Academic Qualification :

| | | |
|-----------------|-----------------|---|
| Graduation | Year of Passing | College/University From which Graduated |
| | | |
| Post-Graduation | Year of Passing | College/University From which Graduated |
| | | |

7. Details of employment, in the chronological order. Enclose a separate sheet, duly authenticated under your signature, if the space below is insufficient.

| Office/Institution | Post held | From | To | Scale of Pay | Nature of Duties (in details) |
|--------------------|-----------|------|----|--------------|-------------------------------|
| | | | | | |

- 8. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent.:
- 9. In case the present employment is held on deputation / contract basis, please state.
 - (a) The date of initial appointment
 - (b) Period of appointment of deputation/contract
 - (c) Name of the parent office/organization to which you belong.
- 10. Additional details about present employment. Please state whether working under (indicate the Name of your employer against the relevant column):
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organization
 - (d) Government Undertaking
 - (e) University
 - (e) Others (state details)
- 11. Total emoluments per month now drawn with details of break up.
- 12. Additional information, if any, which you would like to mention in support of your suitability for the post. (Among other things, please provide information on (i) additional academic qualification (ii) professional training and (ii) work experience over and above prescribed in the vacancy circular/advertisement. Enclose a separate sheet, if space is insufficient).
- 13. Whether belong to SC/ST/OBC Category? : If yes, state category.
- 14. Position regarding award of penalty during last 10 years, if any.

I have carefully gone through the vacancy circular/advertisement and I am well aware that the bio-data, duly supported by documents submitted by me will also be assessed by the selection committee at the time of selection for the post. I hereby declare that the information given by me in this application is true and correct to the best of my knowledge and belief.

Place:

Date:

(Signature of Applicant)