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Government of India

## Ministry of Health and Family Welfare

### PMSSY Division

3rd Floor, Indian Red Cross Society Building  
New Delhi-110001

Website: <http://mohfw.gov.in> & <http://pmssy-mohfw.nic.in>  
Tel: 011-23350005

ADVERTISEMENT FOR THE POST OF EXECUTIVE DIRECTOR EACH IN AIIMS AT (i) VIJAYPUR, SAMBA (JAMMU), (ii) RAJKOT (GUJARAT), (iii) BILASPUR (HIMACHAL PRADESH), (iv) GUWAHATI (ASSAM) and (v) MADURAI (TAMIL NADU)

Applications are invited from the citizens of India including Non-Residents Indian and Persons of Indian Origin for filling up the post of Executive Director on short term contract basis at AIIMS (i) Vijaypur, Samba (Jammu), (ii) Rajkot (Gujarat), (iii) Bilaspur (Himachal Pradesh), (iv) Guwahati (Assam) and (v) Madurai (Tamil Nadu)  
[www.Jobriya.com](http://www.Jobriya.com)

#### 2 QUALIFICATION:

- A postgraduate qualification in Medicine or Surgery or Public Health and their branches.
- Teaching and/research experience of not less than ten years.
- Twenty-five years standing in the Profession.
- Extensive practical & Administrative experience in the field of medical relief, medical research, medical education or public health organisation and adequate experience of running an important scientific educational institution either as its Head or Head of a Department.
- Minimum one-year experience as Head of Institution or Head of Department would be required for eligibility. The following types of work experience will count as relevant experience against this criterion.
 

i. Head of the Institute	v. Head of Unit
ii. Head of Department	vi. Dean
iii. Medical Superintendent	vii. Sub Dean
iv. Head of Clinical Department	viii. Experience similar to above

3. UPPER AGE LIMIT: Up to 67 years (as on the closing date of receipt of application).

#### 4. PAY & ALLOWANCES:

- Level 15; Rs. 1,82,200-2,24,100/- in the Pay Matrix (as per 7th CPC) (The incumbent will be entitled for usual annual increment).
- Residential accommodation will be provided in the Institute's campus on payment of standard rent under F.R. 45 or 10% of pay, whichever is less.
- Other Allowances as admissible.

#### 5. TENURE OF POST:

The appointment on short term contract basis will be for a period of 5 years or up to attaining the age of 70 years or until further orders, whichever is the earliest.

6. PROBATION : Probation period will be for one year.

#### 7. PROCEDURE FOR APPLICATION :

Eligible candidates can apply for the post quoting the number and date of advertisement in a plain sheet of paper in the proforma. Serving candidates should forward their applications through their respective Cadre Controlling Authorities. While forwarding the applications, the Cadre Controlling Authorities should also forward the following documents:

- Vigilance clearance in respect of applicant duly signed by an officer of the appropriate status.
- Cadre Clearance in respect of applicant duly signed by an officer of the appropriate status.
- Details of penalty, either Major or Minor, imposed on the officer during his/her service period.
- A copy of the latest Immovable Property Return submitted by the officer.
- The Cadre Controlling Authority will also ensure that complete ACR dossier/ attested copies of ACR of the applicant (last five years) are made available well before the date of personal interview of the shortlisted candidates.

#### 8. OTHER INFORMATION

- The effective date for determining the eligibility as per the prescribed qualification, age, experience etc. for the post shall be the closing date of receipt of applications.
- The closing date of receipt of application will be the 45th day from the date of publication of advertisement in the Employment News.
- Late & incomplete applications will not be considered.
- Canvassing of any kind will lead to disqualification of the candidature.
- The application format can be downloaded from the website: <http://mohfw.gov.in> & <http://pmssy-mohfw.nic.in>.
- The filled in proforma completed in all respect should be sent to the following address by Registered Post / Speed Post:  
Shri S.M.Routray, Deputy Secretary (PMSSY), Ministry of Health and Family Welfare, Room No. 318, Indian Red Cross Society Building, Red Cross Road, New Delhi-110001

#### GENERAL CONDITION/INFORMATION :

- The Executive Director will act as Chief Executive Officer (CEO) of the respective Institute. The post will be operated at the respective institute. However, the post of Executive Director, AIIMS Madurai will be operated from Delhi for a period of three years. Further continuation of the operation of the post at Delhi will be considered on need basis depending on the progress of the project. The post of ED will be transferred back to Madurai at appropriate time after three years as per administrative requirement, keeping in view the progress of the project.
- The qualification prescribed is the minimum requirement and the meeting the same does not automatically make candidates eligible for interview.
- Based on information provided as part of the proforma, screening of applications will be carried out. Only the short-listed candidates will be called for interview.
- Applications not received in prescribed proforma shall be rejected.
- The interview will be conducted by the Search cum Selection Committee (SCSC).

(vi) The SCSC is also empowered to consider and invite any candidate for interview suo-motu.

(vii) Candidates called for interview will be required to produce all relevant original documents in proof of details furnished in their applications at the time of interview.

(viii) Candidates may apply on the basis of an advance copy. However, they should ensure that the NOC, Vigilance Clearance and their APARs are sent by their respective cadre controlling authorities well in time for consideration of their candidature.

(S.M.Routray)  
Deputy Secretary to the Govt. of India  
Tel: 011-23350005  
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