

No. Z-28016/43/2016-SSH
Government of India
Ministry of Health & Family Welfare
(PMSSY Division)

Nirman Bhawan, New Delhi-110011

ADVERTISEMENT FOR FILLING UP THE POST OF **FINANCIAL ADVISOR** IN THE PAY BAND-4 : Rs. 37400-67000 + GRADE PAY OF Rs.8700/- IN THE ALL INDIA INSTITUTE OF MEDICAL SCIENCES (AIIMS) AT **JODHPUR, RAIPUR AND RISHIKESH** (One post each) ON TRANSFER ON DEPUTATION BASIS.

The Ministry of Health & Family Welfare, Government of India has set up AIIMS at Bhopal, Bhubaneswar, Jodhpur, Patna, Raipur and Rishikesh under Pradhan Mantri Swasthya Suraksha Yojana as Institutes of National Importance. Applications from eligible candidates are invited in the prescribed proforma for appointment on deputation on transfer basis to the post of Financial Advisor at AIIMS Jodhpur, Raipur and Rishikesh. **The last date for receipt of application is within 45 days from the date of publication of the advertisement in the Employment News.**

II. Detailed advertisement and application format have been uploaded on the Ministry's website at www.mohfw.nic.in and <http://pmssy-mohfw.nic.in>. Application format can be downloaded from the website. Duly filled-in application along with attested copies of all relevant certificates are to be sent by the applicant to **Director (PMSSY), Room No. 103-D Wing, Nirman Bhawan, New Delhi-110011** superscribing the envelope "Application for the post of Financial Advisor, AIIMS Jodhpur, Raipur and Rishikesh".

III. **Period of Deputation**, including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed three years. However, further extension beyond 3 years, up to maximum 7 years may be considered in administrative exigencies.

IV. Upper age limit: The maximum age limit for appointment by deputation shall be not exceeding 56 years on the closing date of receipt of applications.


V. Eligibility :- (i) Officers in the Group 'A' of Organized Accounts Service who are empanelled for appointment as Director in the Central Government Ministries/Department OR (ii) Officers in other Group 'A' Central Service who are empanelled for appointment as Director in the Central Government and who have working experience of at least three years in the field of Finance and Accounts OR (iii) Officers serving in the State Government's Finance Service drawing a Grade Pay of Rs. 8700/- and above are eligible. Failing (i), (ii) and (iii) above, officers of Organized Accounts Service holding the post of Deputy Secretary or equivalent on regular basis, in the pay band of Rs. 15600-39100+GP of Rs.7600/- OR other Officers with 5 years regular service at the level of Deputy Secretary in the grade pay of 7600/- having three years' experience in the field of Finance and Accounts can be considered.

VI. The posts of Financial Adviser is in the Pay Band – 4: Rs. 37400-67000 + with Grade Pay of Rs. 8700/-.

VII. The post carries usual allowances as admissible to Central Government Employees of similar status and other allowance sanctioned in AIIMS New Delhi.

VIII. The qualification/eligibility prescribed is minimum requirement and the same does not automatically make candidate eligible for selection. Based on bio-data, the candidates may be shortlisted and only shortlisted candidates may be called for interview. The candidates have to produce all relevant original documents as proof of details furnished in their application at the time of selection.

IX. 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.



(P.A. Mini)

Director

Tele : 011-23061288

BIO-DATA / CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
3. Choice of AIIMS	Jodhpur <input type="checkbox"/> Raipur <input type="checkbox"/> Rishikesh <input type="checkbox"/>
4. (i) Date of entry into service	
(ii) Date of retirement under Central/State Government Rules	
5. Educational Qualifications	
6. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications /Experience required as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
(a) Qualification	(a) Qualification
(b) Experience	(b) Experience
Desirable	Desirable
(a) Qualification	(a) Qualification
(b) Experience	(b) Experience
6.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/ Department/ Office at the time of issue of Circular and issue of Advertisement in the Employment News.	

6.2 In the case of Degree and Post Graduate Qualifications Elective / main subjects and subsidiary subjects may be indicated by the candidate.

Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post

7.1 Note: Borrowing Departments are to provide their specific comments/ view confirming the relevant Essential Qualification / Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.

8. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is sufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay Scale of the post held on regular basis	Nature of Duties (in details) highlighting experience required for the post applied for

***Important:** Pay Band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should be mentioned. Only Pay Band and Grade Pay/ Pay scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/Institution	Pay, Pay Band and Grade Pay drawn under ACP/MACP scheme	From	To

9. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
10. In case the present employment is held on deputation/contract basis, please state			
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
<p>10.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.</p> <p>10.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintain a lien in his parent cadre/organization.</p>			
11. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.			
<p>12. Additional details about present employment:</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <p>a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others</p>			
13. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.			

14. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre revised scale.			
15. Total emoluments per month now drawn			
Basic Pay in the PB	Grade Pay	Total Emoluments	
16. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization showing in following details may be enclosed.			
Basic Pay with Scale of Pay and rate of increment	Dearness relief/other etc. (with break up details)	Pay/Interim Allowances	Total Emoluments
17. A Additional information , if any relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)			
17.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization			

(v) Any research/ innovative measure involving official recognition, vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)	
18. Please state whether you are applying for deputation (ISTC)/ Absorption/Re-employment Basis. # (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract	
# (The option of 'STC' / 'Absorption'/Re-employment' are available only if the vacancy circular specially mentioned recruitment by 'STC' or 'Absorption' or 'Re-employment").	
19. Whether belongs to SC/ST	

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.

(Signature of the Candidate)

Address.....

.....

Date.....

Certificate by the Employer/ Cadre Controlling Authority

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular, if selected, he/she will be relieved immediately.

2. Also certified that :-

- (i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt.....
- (ii) His/Her integrity is certified.
- (iii) His/Her CR Dossier in original is enclosed/photocopies of the ACRs for the last years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- (iv) No major/minor penalty has been imposed on him/her during the last years Or A list of major/minor penalties imposed on him /her during the last years is enclosed (as the case may be).

Countersigned

(Employer/Cadre Controlling Authority with Seal)