



अखिल भारतीय आयुर्विज्ञान संस्थान, बिलासपुर
हिमाचल प्रदेश -१७४००१

All India Institute of Medical Sciences, Bilaspur
Himachal Pradesh-174037

<https://aiimsbilaspur.edu.in>

E-mail: - helpdesk.rec@aiimsbilaspur.edu.in



No. AIIMS-BLS (B-III) (02) (V)/22-3238

29th September, 2023

Advertisement Notice

AIIMS Bilaspur is an apex health care Institute, established by the Ministry of Health and Family Welfare, Government of India under the “*Pradhan Mantri Swasthya Suraksha Yojna (PMSSY)*” with the aim of correcting regional imbalances in quality tertiary level health care in the country and attaining self-sufficiency in graduate and postgraduate medical education and training.

The Executive Director, AIIMS, Bilaspur invites applications from Indian nationals/persons registered as Overseas Citizen of India (OCI) cardholders under Section 7(A) of the Citizenship Act, 1955 for filling up of Group ‘A’ (Non-faculty) **posts on Regular Basis** as under-

Sr. No.	Name of the Post, Pay Level in the Pay Matrix as per 7 th CPC and Essential eligibility criteria	Number of Post and Reservation	Age Limit
1	<p>Medical Physicist Level-10 in the Pay Matrix Essential: M.Sc. in Medical Physics / Nuclear Medicine or equivalent from a recognised University / Institution. OR M.Sc. in Medical Physics or equivalent from a recognised University/Institution. OR i. M.Sc. in Physics from a recognised University ii. A Post-Graduated diploma/degree in Radiological/Medical Physics from a recognised University/Institution. OR M.Sc. in Medical Technology with Radiotherapy as special subject from a recognized University and / or Diploma in Radiation Protection AND Experience: 2 years’ experience of working in Radiotherapy Department of a Hospital.</p>	02 (UR)	21-35 Years
2	<p>Assistant Blood Transfusion Officer Level-10 in the Pay Matrix Essential: A recognized medical qualification included in Part I or II Schedule or Part II of the third Schedule (other than the licentiate qualifications) to the Indian Medical Council Act, 1956 holders of educational qualifications included in part-II of the 34d Schedule should fulfil the conditions stipulated in subsection (3) of the section 13 of the Indian Medical Council Act, 1956. 2 years’ experience in Blood Bank work after registration as a Medical Graduate. The candidate must be registered with a State Medical Council.</p>	01 (UR)	30 Years

3	<p>Clinical Psychologist Level-10 in the Pay Matrix Essential: M.A./M.Sc. in psychology with M.Phil. in Clinical Psychology.</p> <p style="text-align: center;">AND</p> <p>At least 2 years' experience in Clinical Psychology</p> <p>Desirable: Ph.D. in Clinical Psychology from recognized University/Institution.</p>	01 (UR)	21-35 Years
4	<p>Child Psychologist Level-10 in the Pay Matrix Essential: M.A./M.Sc. in psychology with M.Phil. in Clinical Psychology.</p> <p style="text-align: center;">AND</p> <p>At least 2 years' experience in Child and adolescence mental health.</p> <p>Desirable: Ph.D. in Clinical Psychology from recognized University/Institution.</p>	01(UR)	21-35 Years

I. General Conditions:

1. The above vacancies are provisional and subject to variation. The Executive Director, AIIMS, Bilaspur reserves the right to make any changes in the vacancies including reserved vacancies as per the Govt. of India Rules/Circulars and requirements or otherwise.
2. 4% of the vacancies are horizontally reserved for PwBD candidates as notified vide Ministry of Social Justice and Empowerment's notification number No. 38-16/2020-DD-III dated 04-1-2021 and as amended from time to time will be applicable.
3. Reservation will be as per Government of India guidelines issued from time to time issued on the subject.
4. **The cut-off date to determine the maximum age limit, essential qualification & experiences will be the last date of submission of online application i.e.,**
5. The period of experience wherever prescribed shall be counted after obtaining the prescribed essential qualifications.
6. Further updates with regard to this recruitment process will be made available on the website only.
7. **The closing date of submission of online Google form is 26.10.2023 up to 04:00 P.M. & the hard copy of the application form must reach on or before 02.11.2023 up to 05:00 PM.**
8. **Application received after due date shall not be considered.**
9. For any query, please E-mail Helpline Desks: helpdesk.rec@aiimsbilaspur.edu.in
(Abbreviations Used: - UR=Unreserved, SC-Scheduled Caste, ST-Scheduled Tribe, EWS-Economically Weaker Section, OBC-Other Backward Class.)

II. Pay Scale:

Sr. No.	Post	Emoluments
1.	Medical Physicist	Level-10 CPC
2.	Assistant Blood Transfusion Officer	
3.	Clinical Psychologist	
4.	Child Psychologist	

III. Age Relaxation

1. SC/ST/OBC/PwBD candidates who opt to apply as unreserved candidate will not be eligible for age relaxation. Further, reserve category candidates (SC/ST/OBC/PWBD) who become eligible by virtue of age relaxation applicable in their case, will be considered only for reserved seats of the category to which they belong even if they have the merit to be considered otherwise for UR.
2. Age relaxation is permissible to various applicants is as under: -

Sr. No.	Category	Permissible age relaxation
1.	EWS	No age relaxation
2.	SC/ST	05 Years
3.	OBC	03 Years
4.	Central Government Servant fulfilling conditions as prescribed in O.M. No. 15012/2/2010 – Estt.(D) dated 27 th March 2012 issued by DOPT Govt. of India.	05 Years
5.	PwBD	Age relaxation will be extended as per the DOPT guidelines.
6.	Ex-serviceman	As per DoPT guidelines

IV. Application Procedure

A. Step-1 (Application Fees)

Non-refundable application fee is required to be paid by the candidates by way of online NEFT mode in favor of the Executive Director, AIIMS-Bilaspur. Applications without

submission of application fees will not be considered and summarily rejected. The application fee applicable to various categories is as follows: -

- Persons with Benchmark Disabilities (PwBD): Exempted from payment of fee.
- SC/ST category: Rs. 2400/- (Inclusive GST)
- For other categories: Rs. 3000/- (Inclusive GST)
- Application fees to be paid through NEFT in the bank account given below. The Application fee is non-refundable. After depositing the fee through any online mode in the below-mentioned account, the candidate has to upload the proof in support and will have to produce the same at the time of the interview.

Name of Bank	State Bank of India, Bilaspur
Name of Account Holder	Miscellaneous Account, All India Institute of Medical Sciences, Bilaspur
Bank Account Number	41512727609
IFSC Code	SBIN0063792

Note: -

1. Candidates should ensure that the application fee is paid in the form of online NEFT mode. No other mode of payment will be accepted.
2. The candidates should ensure that closing date for the online submission of application form is **26.10.2023** and will have to submit the **OFFLINE application (Hard copy) before 02.11.2023** i.e.

B. Step-2 (Online Application form and filling instructions)

The aspiring applicants satisfying the eligibility criteria in all respects can apply by clicking the link: <https://forms.gle/fjy9xCk1h9o9YTX9A>

1. The link can also be copied and pasted on the address bar of any web browser for submission of the application. Candidate has to fill out Google Form, and need to submit their scanned copy of application forms in the prescribed format along with necessary documents and transaction details only through the above link provided.
2. Failure to submit the online application google form will not be considered for evaluation and is liable to be rejected without any notice or intimation.

C. Step-3 (Application Form)

1. Please download the Soft Copy of application form (Annexure-I) by clicking the link https://drive.google.com/file/d/1RmjV3uLoxNbiKUHLN2O8DbtgX_VvAMmW/view?usp=sharing
2. **Photo & Signature:** - The candidate must ensure that their photo and signature are clearly visible. If the photo/signature image is displayed as small or not visible, that means the photo/signature is not as prescribed and, in that case, their application will be rejected. **Accordingly, candidates are advised to be very careful while uploading their photo and signature.**

D. Step-4 (Offline Application form)

The candidate(s) who submit(s) their online application must also submit self-attested copies of all relevant certificates regarding Age, Qualification, Experience including Proof of Payment, Caste certificate in prescribed Proforma, EWS/PwBD Certificate, NOC, other relevant testimonials along- with a printout of the application (Appendix-I), with covering letter immediately so as the same reaches to the following address on or before **02.11.2023 by 5.00 P.M. positively.**

**Administrative Officer, (Recruitment Cell)
Administrative Block, 3rd Floor
All India Institute of Medical Sciences, Kothipura,
Bilaspur, Himachal Pradesh-174037**

The envelope containing the application(s) should be super-scribed as **“Application for the post of....., on Regular Basis in AIIMS, Bilaspur (H.P.)”**

**Failure to submit hard copy by due date will lead to cancellation of candidature.*

V. Selection Procedure

1. The prescribed qualification is minimum and mere possessing the same does not entitle any candidate to be called for interview or for selection. Based on bio-data, the Screening Committee may short-list candidates for interview. **If large numbers of eligible candidates apply for any post, then the Competent Authority may hold a screening test to short-list candidates for interview.** Candidates called for interview will have to produce all relevant original documents in proof of details furnished in their application at the time of interview. They may also be asked to submit an affidavit/declaration as decided by AIIMS, Bilaspur at the time of Interview. The methodology of Selection will be decided by the Selection Committee as deemed fit besides any other matter related to the selection process.
2. The applications and documents of the shortlisted candidates only will be scrutinized w.r.t. the applicable recruitment rules of the concerned post to decide his/ her eligibility for the post. Accordingly, based on scrutiny of applications & documents of the shortlisted candidates an **ELIGIBILITY NOTICE** will be published on Institute's website.
3. Only the eligible candidates/ shortlisted candidates will be called for interview/written examination. However, the same would be provisional subject to fulfillment of all requirements failing which he/she will not be allowed to appear for interview.
4. Interview letters/Admit card will be sent by post/ through email ID and the complete interview/written examination schedule will also be made available on website also.
5. *The interview with the Selection Committee is mandatory for which the candidate has to appear personally and physically. No request for online interview i.e. through electronic media viz. Skype/Viber etc. will be accepted and no correspondence in this regard will be entertained.*
6. The decision of the competent authority regarding selection of candidates will be final and no representation will be entertained in this regard.
7. The date and time **for interview/written examination** will be intimated to the eligible/shortlisted candidates only and the same will also be published on the AIIMS' website (<https://www.aiimsbilaspur.edu.in>). The information regarding eligibility/short listing of candidates will be published in AIIMS-Bilaspur official website only.
8. The selected candidates will be issued appointment letters. The appointment of selected candidates is subject to his/her being declared medically fit by the competent authority.

VI. General Instruction

1. The Executive Director, AIIMS Bilaspur reserves the right to reschedule the above date, time and venue for the selection.
2. The candidates must ensure that they fulfill eligibility criteria. If at any stage, it is found that the candidate has furnished any incorrect information his/her candidature will stand cancelled. If any of these shortcoming (s) is/are detected even after the appointment, his/her services will be summarily terminated.
3. The Executive Director, AIIMS Bilaspur reserve the right to cancel the advertisement at any point of time without prior notice or fill up less number of posts as advertised depending upon the institutional requirements.
4. Those who are working in Central/State Government/ /Semi Government/ Autonomous body have to submit "**No Objection Certificate**" from their respective organization at the time of interview, failing which the candidature may be rejected.
5. No TA/DA will be paid for appearing in the Interview/Examination.
6. Leave entitlement of the appointee shall be governed as per the existing rules of the Institute.
7. The appointee shall be entitled to avail any allowances/facilities being extended to the regular/permanent employees of the AIIMS.
8. All disputes will be subject to jurisdictions of Court of Law at Bilaspur, Himachal Pradesh.
9. **Clarifications & enquiries:** helpdesk.rec@aiimsbilaspur.edu.in, The email must be captioned as "Recruitment of ____ (Post Name) _____ (On Regular Basis)"

Sd/-
Deputy Director (Admin)
AIIMS, Bilaspur (H.P.)

16. Details of Educational Qualifications:

S. No.	Examination Passed	University/ Board/ Institution/ Council of Examination	Year of passing	Aggregate % of Marks
1	Secondary (10 th)			
2	Senior Secondary (12 th)			
3	Graduation			
4	Post-Graduation			
5	Ph.D.			
6	Any Other			

17. Whether Registered with any Council? (If applicable, tick '✓' in the appropriate box)

 Yes

 No

Registration No.....	State of registration.....	Date of Reg. ____/ ____/ ____
Name of the Council.....		

18. Professional Experience (in chronological order)

(Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient)

S.No.	Organization/ Institution	Name of the Post held	Pay Level	Nature of Employment	Period (DD/MM/YYYY)	
				Ad hoc/ Temporary/ Permanent/ Deputation	From	To
Total Experience:						
Total Experience (after qualifying eligibility criteria):						

Nature of Duties performed during above period:

19. (a) Present employment/Post held:

(b) Pay Scale:

(c) Total emoluments drawn:

(d) Address of present employer:

20. Publications:

Total	
In Indexed National Journals	
In Indexed International Journals	

21. Awards/ Distinction/ _____

22. Paper presentation if any: _____

23. If selected, what notice period would you require before joining _____

24. Self-evaluation of your work, particularly strengths in different fields of activity including patient care, teaching, research and administrative, related to the job, which in your view entitles you to the post applied for may be given in column-26.

I have attached self-attested copies of certificates/ degrees in support of age, category, qualification and experience etc. as per list enclosed in general instruction.

Date:

Place:

Signature of the candidate

25. Declaration by the Candidate

Post applied for _____ at AIIMS, Bilaspur (H.P.)

I, hereby declare that the above information is true, complete and correct to the best of my knowledge and belief. I have not suppressed any material, fact or factual information. I understand that my candidature is liable to be rejected in the event of any mis-statement/discrepancy in the particulars being detected and after my appointment in such an event; my services are liable to be terminated without any notice to me or reasons thereof. I am not aware of any circumstance, which might impair my fitness for employment under the Government.

Date:

Place:

Signature of the candidate

26. Self-Evaluation

(Required under Column 24 of the application)

Date:

Signature of the candidate

27. Candidates already employed should get the following endorsement signed by his/her present employer (Appointing authority).

1. Certified that Shri/Smt./Kumari _____ holds a post of in this department/office/institution/ organization. I have no objection to his/her application being considered for the post of contract basis.
2. Certified that he/she has submitted his/her applicãðn to the department/ office/ Institution/ Organization on _____ for onward transmission to the AIIMS Bilaspur, Himachal Pradesh.

Signature: _____

No. _____

Designation: _____

Dated ____ / ____ / ____

Office Stamp: _____

28. Undertaking

I, _____ solemnly declare that I am not convicted in any criminal case and there are no criminal proceedings pending against me in any Court of Law.

I, _____ hereby acknowledge that if I submit or produce any false document and it is discovered subsequently then I shall be liable for action under the Applicable Law for the time being in force.

Declaration: The above statements have been made by me voluntarily which are true to the best of my knowledge and belief.

Date:

Place:

Signature of the candidate

General Instructions for filling of Application form

1. Before filling form, please read carefully about detailed advertisement, eligibility criteria, and fee details available on the official website (<http://www.aiimsbilaspur.edu.in>).
2. The candidates must ensure their eligibility in respect of category, experience, age and essential qualifications(s), etc. as mentioned against each post in the advertisement to avoid rejection at later stage.
3. The Executive director, AIIMS Bilaspur reserves the right to dispense with the written examination for any post keeping in view the number of applicants vis-a-vis vacancies & other circumstances.
4. Fill all details that are relevant to you in capital letters or numbers or tick (✓) the check box as required. All items are mandatory and must be filled in; otherwise, the form may be rejected.
5. Candidates must enter their email ID and mobile number in the application form correctly as all the important communication regarding the interview/exam will be made through email or SMS.
6. Please ensure that all information provided is correct and accurate.
7. Please note that you need to paste 3cm X 4cm recent passport size color photograph with white background at the designated place. No other sizes will be accepted.
8. **Self-attested copies** of only following documents/certificates are to be provided in support of claims made / information given in the application form at the time of interview or must be send (Photocopy) with the application form in order as below: -
 - a) Matriculation Mark Sheet and certificate for age proof.
 - b) Application form fees submission details.
 - c) Degree/Diploma certificates along with Marks Sheets of all years in support of Educational Qualifications, the provisional certificate(s) as prescribed under Essential Qualification column Rules in detailed advertisement.
 - d) Council Registration Certificate.
 - e) Experience certificates.
 - f) All other certificates, if any required for determining eligibility, which is ever applicable to the applicants.
 - g) **No Objection Certificate** from the present employer in case a candidate is working in Govt./Semi Govt./Autonomous Body etc.**
 - h) Proof of publications/ Awards/ Medals/ Training undergone.
 - i) Undertaking that the candidate has not been convicted by court of law and there are no criminal proceedings pending against the candidate (Column-28).
 - j) Identity Proof (PAN Card, Passport, Driving License, Voter Card, Aadhar Card etc.)
 - k) Certificate showing Date of Birth (10th Mark sheet/ Passport/ Birth Certificate).
**(To be produced latest by date of appearing in interview)
 - l) **The duly filled form has to be posted/deposited with all above documents.**