



अखिल भारतीय आयुर्विज्ञान संस्थान राजकोट, गुजरात 360110
All India Institute of Medical Sciences, Rajkot, Gujarat 360110
A Central Autonomous Body under PMSSY, MoH&FW
Government of India www.aiimsrajkot.edu.in



F.No/AIIMS/Rajkot/Admin/Recruitment/Non-Faculty/ 2024-25/353

Date: 16/10/2024

Detailed Rolling Notification for Non-Faculty Recruitment on Deputation Basis

Rolling Advertisement: Cut off dates will be intimated on Institute website

The rolling advertisement will be limited to seats which remain unfilled in the previous recruitment cycle; eligibility will be determined with respect to cut-off dates for respective rolling cycle. Except for first cycle of notification, further notifications would be published on AIIMS Rajkot website. AIIMS RESERVES THE RIGHT TO COMBINE TWO OR MORE CYCLES. ONCE the seats are filled, no more applications will be considered.

All India Institute of Medical Sciences, Rajkot, Gujarat is a Central Autonomous Body (CAB) formed by an Act of the Parliament. The administrative ministry is *Pradhan Mantri Swasthya Suraksha Yojana* division of the Ministry of Health and Family Welfare, Government of India. AIIMS, Rajkot adheres to AIIMS Act, Rules and Regulations available on the website of the PMSSY and also on website www.aiimsrajkot.edu.in. The posts of Medical Superintendent, Superintendent Engineer (Civil), Assistant Controller of Examination (ACE), Accounts Officer, Administrative Officer, Executive Engineer (Electrical), Executive Engineer (Civil) and Registrar are governed by AIIMS, Rajkot.

The candidates are expected to apprise themselves of provisions of AIIMS Act, Rules and Regulations before deciding to apply for this deputation. The definition of '*analogous post*' shall be governed by DoPT instruction dated 7th March 1984. A person holding higher pay grade on the cut-off date will not be considered eligible for the post.

The Executive Director, AIIMS Rajkot invites offline applications from the interested and suitable candidates for the recruitment of the following eight posts on Deputation basis :

Sr No	CATEGORY	POSTS	Remarks
1	Recruitment by Deputation	1) Medical Superintendent 2) Superintendent Engineer (Civil) 3) Assistant Controller of Examination (ACE) 4) Accounts Officer 5) Administrative Officer 6) Executive Engineer (Electrical) 7) Executive Engineer (Civil) 8) Registrar	Applications are to be duly forwarded by the Cadre Controlling Authority with NOC and Vigilance clearance. Candidate is advised to send an advance copy, for intimation purposes only, on the following email: recruitment-aiimsrajkot@aiimsrajkot.edu.in The deputations shall be governed by DoPT instructions read with AIIMS Act, Rules and Regulations

Recruitment cell helpline: email- recruitment-aiimsrajkot@aiimsrajkot.edu.in

Application closing date: 30 days from the issue of notification in Employment News

A. Summary Chart

A. Recruitment by Deputation (Fee is Rs. NIL)					
Sr No	Post	Group	Pay scale as per 7th CPC	Post	Mode
1	Medical Superintendent	A	Level 14 of 7 th CPC	1	Deputation for 3 years
2	Superintendent Engineer (Civil)	A	Level 13 of 7 th CPC	1	Deputation for 3 years
3	Assistant Controller of Examination	A	Level 11 of 7 th CPC	1	Deputation for 3 years
4	Accounts Officer	A	Level 10 of 7 th CPC	1	Deputation for 3 years
5	Administrative Officer	A	Level 10 of 7 th CPC	1	Deputation for 3 years
6.	Executive Engineer (Electrical)	A	Level 11 of 7 th CPC	1	Deputation for 3 years
7.	Executive Engineer (Civil)	A	Level 11 of 7 th CPC	1	Deputation for 3 years
8.	Registrar	A	Level 12 of 7 th CPC	1	Deputation for 3 years
	TOTAL			8	

B. Eligibility and other Criteria

Sr No	Post	Gr	Pay scale as per 7 th CPC	Post	Upper Age Limit	Essential Eligibility Criteria for deputation
1	Medical Superintendent	A	Level 14 of 7 th CPC	1	56 years	<p>Transfer on deputation (including short term contract).</p> <p>Essential Qualification:-</p> <p>1. A Medical qualification included in the I or II Schedule or part II of the third Schedule to the Indian Medical Council Act of 1956 (persons possessing qualification included in part II or third schedule should also fulfil the conditions specified in Section 13 (3) of the Act.</p> <p>2. A Postgraduate qualification, e.g.MD or MS or a recognized qualification equivalent thereto Or M.H.A.(Masters in Hospital Administration) or a post Graduate Degree recognized as equivalent to M.H.A. by the Medical Council of India.</p> <p>Experience:- Ten Years' experience in Hospital Administration in Hospitals after obtaining the P.G. Degree in a senior position, preferably in hospitals with 300 beds.</p>
2	Superintendent Engineer (Civil)	A	Level 13 of 7 th CPC	1	56 years	<p>Essential: Superintending Engineer (Civil) or Executive Engineer (Civil) with 5 years of regular service in that grade from CPWD failing which similar officers from other Central Engineering Departments or Engineering Departments of Central Statutory/Autonomous bodies. An officer taken on deputation shall possess a Degree in Civil Engineering. Executive Engineers of AIIMS with 5 years of regular service in the grade shall also be considered and in case one of them is selected (on consideration of all including those who have applied for deputation) the appointment shall be treated as promotion.</p>

Sr No	Post	Gr	Pay scale as per 7 th CPC	Post	Upper Age Limit	Essential Eligibility Criteria for deputation
3	Assistant Controller of Examination	A	Level 11 of 7 th CPC	1	56 years	Officers under the Central /State /U.T. Governments / Universities/ Statutory Autonomous Bodies or Research and Development Organizations holding analogous posts on regular basis, or at least 5 years of regular service in the post in the PB 3, with Grade Pay of Rs. 5400 or higher.
4	Accounts Officer	A	Level 10 of 7 th CPC	1	56 Years	<p>i) Officers under the Central/State/U.T. Govt./Universities/Statutory/ Autonomous Bodies/ Research and Development Organizations.</p> <p>i) holding analogous posts on regular basis, OR</p> <p>l) With 2/3 year regular service in the relevant field in the 6th CPC grade pay of Rs.4800/4600 respectively.</p>

5	Administrative Officer	A	Level 10 of 7 th CPC	1	56 years	<p>Officers under the Central/State Government/U.T. Administrations of the Central Statutory/ Autonomous Bodies holding analogous posts on regular basis;</p> <p>Or,</p> <p>With 2/3 years' regular service in a post in PB-2 GP 4800/GP 4600 or above, OR, equivalent, respectively, and having Degree and experience in Administration and Establishment matters and also preferably in accounts matters.</p> <p>Officers having MBA or Post Graduate Diploma in personnel management shall be given preference.</p>
6	Executive Engineer (Electrical)	A	Level 11 of 7 th CPC	1	56 years	<p>Executive Engineers (Elec) or Asst. Engineers (Elec) with 8 years of regular service in the grade from CPWD.</p> <p>In the event of suitable candidate\ s not being available from CPWD similar officers from other engineering Departments of the Central Government or Central statutory/ Autonomous Bodies Shall br considered.</p> <p>An Officer taken on deputation shall posses a Degree in Electrical Engineering.</p> <p>(period of deputation shall not ordinarily Exceed 3 years)</p>

7.	Executive Engineer (Civil)	A	Level 11 of 7 th CPC	1	56 years	<p>Deputation: Officers under the Central/State/U.T. Governments/Universities/ Statutory/ Autonomous Bodies or Research and Development Organizations</p> <p>i. holding analogous posts on regular basis , or</p> <p>ii. ii. Assistant Engineer (Civil) with 5 years regular service in the grade pay of Rs. 5400/- or</p> <p>iii. iii. Junior Engineer (Civil) with 7 years of regular service in the grade pay of Rs. 4600.</p>
8.	Registrar	A	Level 12 of 7 th CPC	1	56 years	<p>Qualification:</p> <p>1. Essential:</p> <p>i. A graduate of a recognized University.</p> <p>ii. Seven years experience of administration in a supervisory capacity or as a teacher in a University/teaching institution including conduct or examination and admission and assignment of teaching programmes for under graduate and postgraduate etc.</p> <p>2. Desirable:</p> <p>i. A postgraduate degree in Science</p>

1. Candidates may note that “analogous post”, which also implies being performing similar duties in addition to being in the same Level of pay, will be an essential criteria for selection.
2. The number of posts is tentative and is liable to change based on the Institute’s requirement.
3. Maximum age limit for applying for the aforesaid posts on Deputation is 56 years (for sr. no. 1 – 8) as on last date of receipt of application.
4. The number of posts is tentative and is liable to change based on the Institute’s requirement
5. The period of deputation shall not ordinarily exceed 3 years.
6. The Officers who fulfill the above qualifications/eligibility and have analogous experience may submit their application in the attached proforma through proper channel to the Executive Director, All India Institute of Medical Sciences, Rajkot, Permanent Campus, V.P.O Khanderi, Rajkot District, Gujarat 360110, so as to reach to the institute on or before 30 days from the date of publication, after publication in employment news (Will be updated on website: www.aiimsrajkot.edu.in) , by Speed Post/ Registered Post only. The envelope containing the application(s) should be super- scribed “Application for the Post of on deputation basis.
7. Late/ Incomplete applications may not be entertained. Advance copy shall be considered only for the purpose of intimation and screening. In case, the application along with the requisite documents is not received within the stipulated time, it would be presumed that the parent organization is not in favour of appointment of the applicant on deputation.
8. Supporting documents related to qualification, experience etc. have to be self-attested.
9. Incomplete applications received without the above-mentioned documents and applications received after the due date can be summarily rejected. The Institute will not be responsible for any postal delay. The Institute will not be responsible for collection of any of the above-mentioned documents.
10. AIIMS Rajkot strictly adheres to the Recruitment Rules as notified in this Notification. So, this notification shall not apply to the candidates who belongs to Organizations other than the specified ones, for submission of applications with reference to the posts notified. While forwarding the applications, it may be ensured that the particulars of the candidates are verified and that they fulfill the eligibility conditions. Duly attested photocopies of their up-to-date Confidential Reports (at least for the latest 05 years) may also be enclosed with the applications. It may also be clearly stated that no vigilance/disciplinary proceedings is pending or contemplated against the candidates concerned. Applications without vigilance clearance and CR Dossiers will not be considered.

11. Candidates are advised to send an advance scanned copy of the complete set of application along with specified enclosures on email id: recruitment-aiimsrajkot@aiimsrajkot.edu.in
12. The deputation will be governed by the standard terms and conditions of deputation provided under Department of Personnel & Training's O.M.No.2/6/2018-Estt. (Pay II) dated 18.05.2018 and as amended from time to time.
13. The decision of the Competent Authority regarding selection of candidates will be final and no representation will be entertained in this regard.
14. For updates please visit the Institute website i.e. www.aiimsrajkot.edu.in regularly.
15. All disputes will be subject to jurisdictions of Court of Law of Rajkot.
16. The Form to be filled and submitted by candidates seeking deputation is as follows

SD/-

Executive Director

AIIMS Rajkot

(PTO: Candidates are advised to use separate typed sheets).

Application for the post ofon deputation basis at AIIMS, RAJKOT

1	Name and address in Block letters	Affix here recent passport size photograph	
2	Father's Name			
3	Date of Birth (in Christian era)			
4	Date of retirement under Central/ State Government Rules			
5	Educational Qualification	i)		
		ii)		
		iii)		
		iv)		
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	Possessed by the Applicant	
	Essential			

	Desirable				
7	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post				
8	Details of employments (in chronological order) enclose a separate sheet, duly authenticated by your signature if the space below is insufficient.				
	Organization	Post held		Pay-band and Grade pay (Scale of Pay if in pre-revised scale of pay)	Nature of Duties
		From	To		
9	Nature of present employment (i.e.ad-hoc or temporary or quasi-permanent or permanent)				
10	<p>In case the present employment is held on deputation/contract basis, Please state :</p> <p>a) the date of initial appointment</p> <p>b) period of appointment on deputation/contract</p> <p>c) name of the parent office/organization to which you belong</p>				
11	<p>Additional details about present employment please state whether working under:</p> <p>a) Central Government</p> <p>b) State Government</p> <p>c) Autonomous Organization</p> <p>d) Government undertaking</p> <p>e) University</p> <p>f) Others</p>				

12	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.			
13	Total emoluments per month now drawn.			
14	Additional information, if any which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.			
15	Whether belong to SC/ST/OBC (if yes, please specify)			
16	Contact Nos.	1. Office		
		2. Residence		
		3. Mobile		
		4. E-mail address		
17	If selected, specify the minimum required joining time			
Signature of the Candidate			Candidate's Address:	
Date:				
Countersigned:				
----- [Employer/ Authorized Officer]				

DECLARATION

I solemnly declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incomplete/ incorrect OR ineligible being detected at any time before OR after selection / interview, my candidature is liable to be rejected and I shall be bound by the decision of the Director, AIIMS Rajkot.

Place

Date

(Signature of the Applicant)

CERTIFICATE BY THE EMPLOYER / CADRE CONTROLLING AUTHORITY

The information/details provided in the above application are true and correct as per the facts available on records. This Institute/Department/Organization has No Objection to his/her application being considered for the post of _____ on deputation basis for AIIMS, Rajkot for 3 years. He/she possesses educational qualification and experience mentioned in the vacancy circular. If selected, he/ she will be relieved immediately and not later than 15 days.

Also certified that:

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt.
- ii) His/Her integrity is beyond doubt.
- iii) His/ Her ACR Dossier in original is enclosed and photocopies of the ACRs for the last 5 years duly attested are enclosed
- iv) No disciplinary case is either pending and contemplated against the officer and no penalty, major or minor, was imposed on him/her during the last 10 years.

PLACE :

DATE :

SIGNATURE (with seal) : (Employer/Cadre Controlling Authority)

AIIMS: Village Khandheri, Tehsil- Paddhari, District Rajkot 360110