



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

Reference No.- AIIMS/RAJKOT/SHSRCG/WHO-STEP/EM/04

Dated- 02/05/2025

**RECRUITMENT OF RESEARCH ASSISTANT FOR WHO STEPS SURVEY PROJECT
FOR NON-COMMUNICABLE DISEASES IN VARIOUS DISTRICTS OF GUJARAT**

AIIMS Rajkot- SHSRCG is undertaking a 'Cross-Sectional Study to Evaluate the Non-Communicable Diseases and its Risk Factor Profile in Gujarat State: State-Wide STEPS Survey'. This assessment will be conducted across the various districts in Gujarat. The field assessment will be carried out by local health staff in collaboration with Medical Colleges. The Principal Investigator of project is **Dr. Krupal Joshi**, Associate Professor, Department of Community Medicine & Family Medicine, AIIMS Rajkot.

Applications are invited in the prescribed format from the Indian Nationals for filling up of the 'RESEARCH ASSISTANT' post sanctioned for above said project. The posts are temporary in nature and will be filled up purely on contractual basis with appointments for 5 Months duration.

Duration of Project: 5 months

Place of Posting: Rajkot, Gujarat. Travel to study sites will be required as per project needs.

Mode of Selection: Interview/Written test at AIIMS, Rajkot.

Date of Interview/Exam: **21st May 2025, at 12 :00 PM**

Last date of Application: **15th May 2025, 5:00 PM**

How to apply: An online application form is to be submitted through the following link <https://forms.gle/Z4Een1s9j8GsNqJf7> till 15th May 2025, 5:00 PM

Sr. No.	Name of the Post	No. of post	Emoluments (Norms for Salary) in Rs	Remarks
1	Research Assistant	1	Rs. 30,000	Fixed pay



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Eligibility Criteria: The Essential Qualifications and Experience for the posts are as under;

Post	Age limit	Essential Qualification and Experience
Research Assistant	Upto 30 years	Essential: <ul style="list-style-type: none">• Post Graduate Degree in relevant subject. (Any post graduate degree in public health, MPH, MHA, MSW)• Knowledge of Public Health Research/ Computer Applications/ Data Management Desirable: <p>One-year Relevant experience in public health projects & knowledge of softwares like kobo tool, google forms or data management system</p>



Physical copy of form and all documents with xerox copy with original required during document verification

- One set of photocopies of self-attested certificates of the following documents must be attached with the application form (scanned copy).:
 - 1) Date of Birth proof
 - 2) Photo ID Proof (PAN Card, Aadhaar, Voter ID, Driving License, etc.) with Date of Birth.
 - 3) Educational qualification- 10th/12th/ graduate/ PG degree/ diploma certificate as applicable
 - 4) Mark sheets of respective educational qualifications.
 - 5) PhD certificate (if applicable)
 - 6) Registration certificate (if applicable).
 - 7) Experience certificates (if applicable).
- A soft copy of the application along with scanned copies of attachments should be submitted using the Google form link <https://forms.gle/Z4Een1s9j8GsNqJf7>
- Last date for receiving the completed application for post is **15th May 2025 till 5:00 PM.**
- For any query, candidate may contact on dr.krupaljoshi@gmail.com

SELECTION PROCEDURE

- The applications received will be scrutinized by the selection committee.
 - Recruitments will be made through Interview
 - A Written test will be conducted if the number of applicants for the post are more than ratio of 1:6 and the candidates qualifying the written test will only be interviewed.
 - Candidates appearing for the interview must possess the above-mentioned documents in original at the time of interview.
 - Selection is based purely on merit.
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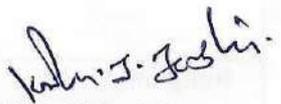
GENERAL TERMS AND CONDITIONS:

- The vacancies mentioned are as per the AIIMS RAJKOT-SHSRCG WHO STEPS Survey project guidelines.
- Those candidates who are employed in Central Govt. /State Govt. /Union Territories/Statutory Bodies/ Research Organizations etc., should send their applications along with N.O.C. through proper channel. However, they may send an advance copy of their application along with requisite documents so as to reach this office on or before the scheduled last date of submission of application.
- Incomplete/unsigned applications, application not submitted in prescribed format and applications without supportive documents asked for, shall be summarily rejected. Qualification and experience should be in relevant discipline/field and from a institution/organization recognized by relevant authority.
- The institute will not be responsible for any technical issues or delays encountered during the online submission of the application via the Google Form. Applications submitted after the scheduled last date will not be accepted.
- Applications received **after 15th May 2025, 5 pm** shall be summarily rejected.
- Submission of incorrect or false information during the process of filling of application form or interview shall disqualify the candidature at any stage.
- No TA/DA will be paid for attending the interview/written test.
- Age relaxation is admissible in respect of SC/ST/OBC candidates as per Central Govt Rules.
- Mere fulfilment of the essential qualification/experience does not guarantee selection. the decision of the selection committee regarding appointment of candidates will be final and no representation will be entertained in this regard.
- Interested and eligible candidates can appear for interview/written test on the dates displayed on the website in due course of time. Interviews will be held after registration and verification of documents. No candidate will be allowed to enter after the scheduled date and time.
- Appointments will be given as per the guidelines of the AIIMS RAJKOT-SHSRCG WHO STEPS Survey project. Any Addendum/Corrigendum in respect of above vacancies, notice shall be issued on Institutional website only.
- Principal Investigator, WHO STEPS Survey project AIIMS, Rajkot reserves all the rights for interpretation of any terms and conditions, or any query/questions arising in this context. The decision of Principal Investigator, AIIMS Rajkot will be final in all the respects.
- Incomplete applications or applications received after the due date will not be considered.
- Decision of the Interview Committee will be final.
- We are not committed to fill up the advertised project human resource positions and the process is liable to be withdrawn / cancelled/ modified at any time.

SERVICE-RELATED TERM AND CONDITIONS:

Recruitment on contractual basis on consolidated remuneration for above mentioned posts is as per the guidelines of AIIMS RAJKOT-SHSRCG WHO STEPS Survey project. The conditions of employment are:

- All the posts are purely temporary and contractual. The engagement will be as per the AIIMS RAJKOT-SHSRCG WHO STEPS Survey project. The candidate has no right to claim for regular appointment. Selected candidates will not be eligible for any benefits of the permanent employee.
- Selected candidate(s) so appointed will not be entitled for any other financial/non-financial Benefits / facilities, or any special allowances except fixed consolidated emoluments as per the AIIMS RAJKOT-SHSRCG WHO STEPS Survey project guidelines.
- The selected candidates should produce willingness certificate/acceptance certificate for all the terms and conditions issued at the time of appointment and should enter the contractual agreement in this regard.
- No request for change of Date of Interview shall be entertained.
- AIIMS, Rajkot reserves the right to terminate the project human resource positions even during the agreed study period without assigning any reason.
- AIIMS Rajkot reserves the right to cancel / modify the process at any time, at its discretion.
- The decision of the competent authority will be final and binding.
- SHSRCG and / AIIMS, Rajkot reserves rights to consider or reject any application / candidature.
- No benefit of provident fund, Leave Travel Concession, Medical Claim etc. will be considered, since the posts are purely temporary basis.
- If the performance of the candidate is not satisfactory during any part of the tenure, the services of the candidate may be terminated with a notice period of 1 month. In case the candidate wishes to leave the contract, they may choose to do so with a notice period of 1 month.
- The candidate(s) appointed will not be considered as regular employee of AIIMS, Rajkot/SHSRCG/Govt of India, and will not be entitled for any service benefits in this regard. Further, the service of candidate will not be considered as a continuous service at the time of applying/appointment of any other post(s) of the Government of India or AIIMS, Rajkot.
- The candidate appointed shall work as per the duty assigned by the PI, AIIMS RAJKOT-SHSRCG WHO STEPS Survey project AIIMS, Rajkot.
- Selected candidates may have to work in shifts/night duty as and when required. Staff may have to go on field visits and travel outstation for any need under the project.


Dr. Krupal Joshi
Principal Investigator
AIIMS RAJKOT-SHSRCG
WHO STPES Survey Project

डॉ. कृपाल जोशी / Dr. Krupal Joshi
सह आचार्य / Associate Professor
सामुदायिक और पारिवारिक चिकित्सा विभाग
Department of Community and Family Medicine
अखिल भारतीय आयुर्विज्ञान संस्थान, राजकोट, भारत
All India Institute of Medical Sciences, Rajkot, India

APPLICATION FORM

Paste Passport size
color Photograph
(do not staple)

To,

The Principal Investigator,
AIIMS RAJKOT-SHSRCG WHO STEPS Survey project
All India Institute of Medical Sciences, Rajkot
Village Para Pipaliya, Khanderi, Rajkot, Gujarat 360110

**Sub-Application for the post of _____ on Contractual Basis
for project under *AIIMS RAJKOT-SHSRCG WHO STEPS Survey project***

Sir,

In response to your advertisement for recruitment of Project positions for AIIMS, Rajkot I hereby apply for the Post of _____ on Contractual Basis(5 months). My Bio-data is given below:

Name of the Candidate (in block letters)			
Father's/ Husband's Name			
Permanent Address			
Road/ Street Name/ Village			
Municipality/ City/ Town			
P.O		P.S	
Distt.		Pin Code	
Contact No (landline)		Mobile No.	
Email Id			
Date of Birth		Age as on 1 st May 2025	
Religion		Sex (Male/Female)	
Nationality			
Photo identity Proof (give attested supporting documents)			

EDUCATIONAL QUALIFICATIONS: (Attach attested copies)					
Academic qualifications	Board/ University Name	Name of the stream/Course	From	To	Percentage
10 th					
12 th					
Diploma					
Graduation					
Post Graduation					
Ph D					

Experience Detail: (Attach attested copies)				
Name of Institute/ Organization	Duration From	Duration To	Position Held	Total experience in years

Details of Publication (Vancouver style): Attach Copies of the published Research Work, attach separate sheet if required

S.No.	Details of Publication (Vancouver style):	Indexed/ Non-Indexed	Impact Factor

DECLARATION:

I hereby solemnly declare that the information given in this application is true and correct to the best of my knowledge and belief. I further undertake that if at any stage it is discovered that an attempt has been made by me, will fully to conceal or misrepresent the facts, my candidatures/appointment shall be summarily rejected or terminated without any notice

Place :

Date :

Signature of candidate

List of Enclosures (Attested Copies):

1. Photo ID Proof (PAN Card, Aadhaar, Voter ID, Driving License, etc.) with Date of Birth.
2. Educational qualification- 10th/12th/ graduate/ PG degree/ diploma certificate as applicable
3. Mark sheets of respective educational qualifications.
4. PhD certificate (if applicable)
5. Registration certificate (if applicable)
6. Experience certificates
7. Research publications (if applicable)
8. NOC Certificate (from present employer)
9. Any other relevant document