

MOST URGENT

ALL INDIA INSTITUTE OF MEDICAL SCIENCES
RECRUITMENT CELL

No. F. 3-1/2024-Estt.(RCT)

Ansari Nagar, New Delhi

Dated the: **04 JUL 2024**

Subject: Advertisement for the post of Accounts Officer, Superintendent Engineer & Assistant Engineer (AC&R) on deputation basis at the AIIMS, New Delhi.

Please find enclosed herewith a copy of advertisement for the post of Accounts Officer, Superintendent Engineer & Assistant Engineer (AC&R) on deputation basis. The Advertisement is required to be displayed prominently on the Institute's Website www.aiims.edu under the head '**Recruitment**'.

In view of the above, it is requested that necessary action may be taken to display the post mentioned above in the Institute "**WEBSITE**" under the head "**Recruitment**" at the earliest.

This may be treated as **PRIORITY**.

Hindi version will be followed.

Encl. As above


(VISHWESH CHATURVEDI)
ADMINISTRATIVE OFFICER

**The Professor-in-Charge, Computer Facility,
A.I.I.M.S.**

Copy to:-

The Sr. Hindi Officer – With request to translate the enclosures in Hindi version for uploading in Institute's website.



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi-110029.

Adv. No. F-3-1/2024-Estt(RCT)

VACANCY NOTICE

Applications are invited in the prescribed proforma for filling up the following posts at this Institute **ON DEPUTATION BASIS:-**

Name of the Post, Pay Band & Grade Pay and Essential Eligibility Criteria	Upper Age limit	Number of Posts
<p>Accounts Officer :- Level-10 in Pay Matrix (Pre-revised PB -3 of Rs. 15600-39100 + Grade Pay of Rs. 5400/-)</p> <p>Essential Eligibility Criteria :-</p> <p>(i) Officers under the Central Government or Central Statutory / Autonomous bodies holding analogous posts on regular basis and handling Accounts and Finance matters or holding posts of Accounts / Audit Officer or equivalent in the Level-07 in Pay Matrix (pre-revised of Rs. 2375-3500) / Level-10 in Pay Matrix (pre-revised of Rs.2200-4000).</p> <p>(ii) Assistant Accounts Officers in the Level-06 in Pay Matrix (pre-revised of Rs.2000-3200) with 07 years of regular service in the grade (including the service in the grade of Junior Accounts Officer / SAS Accountants /Accountant in the Level-06 in Pay Matrix (pre-revised of Rs. 1640-2900))</p> <p>(Period of Deputation shall not exceed 03 years).</p>	56 years	04 (on deputation basis)
<p>Superintending Engineer:- Level-13 in Pay Matrix (Pre-revised PB - 4 of Rs. 37400-67000 + Grade Pay of Rs. 8700/-)</p> <p>Essential Eligibility Criteria :-</p> <p>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.</p> <p>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> <p>(Period of Deputation shall not exceed 03 years).</p>	56 years	02 (on deputation basis) (01 for NCI, Jhajjar & 01 for AIIMS, Delhi)
<p>Assistant Engineer (A/C & R):- Level-07 in Pay Matrix (Pre-revised PB - 2 of Rs. 9300-34800 + Grade Pay of Rs. 4600/-)</p> <p>Essential Eligibility Criteria :-</p> <p>Officer of the CPWD holding the post of Assistant Engineer (Electrical) or with 8 years of service as Jr. Engineer (Electrical) and possessing at least 3 years of experience in A/C & Refgn.</p> <p align="center">OR</p> <p>Officers in the Level-06 in Pay Matrix (pre-revised of Rs. 2000-3500) or equivalent or with 8 years' service in the pay Level-05 in Pay Matrix (pre-revised of Rs. 1400-2300) or equivalent from other Central Govt. Departments or Statutory/Autonomous Bodies and possessing the following qualifications shall be considered.</p> <p>(i) A degree in Mechanical Engineering; or at least a Diploma in Mechanical Engineering with specialized course in Refrigeration and Air-conditioning or equivalent, and</p> <p>(ii) Experience of not less 5 years in air-conditioning and refrigeration.</p> <p>(Period of Deputation shall not exceed 03 years).</p>	56 years	02 (on deputation basis)

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****The number of posts are tentative and may change based on the Institute's requirements.***

The Officers who fulfill the above qualifications/ eligibility may submit their application in the prescribed proforma at Annexure-I **through proper channel** to the Director, All India Institute of Medical Sciences, Ansari Nagar, New Delhi-110029, so as to reach the addressee on or before 21.08.2024. The envelope containing the application(s) should be superscribed "*Application for the Post of Accounts Officer On Deputation Basis*". Application not routed through proper channel of the parent employer will not be considered.

While forwarding their 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 APAR (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 APAR Dossiers will not be considered.

The deputation will be governed by the standard terms and conditions of deputation provided under Department of Personnel & Training's O.M.No.6/8/2009-Estt.(Pay II) dated 17.06.2010, as amended from time to time.

Sd/-
ADMINISTRATIVE OFFICER (RECTT.)

Annexure-I

Application for the post of _____ (on deputation basis) at AIIMS, New Delhi.						
1	Name and address in BLOCK letter			Please 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 with Designation						
<u>Essential</u>				Possessed by the Officer		
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.					
	Office/Instt./Organization	Post Held			Level of Pay Matrix (Scale of Pay if in pre-revised Pay-band and Grade Pay)	Nature of Duties
		Designation	From	To		

Conti.. on -2-

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 you belong		
11	Additional details about present employment please state whether working under: (a) Central Government (b) State Government (c) Autonomous Organization (d) Government undertaking (e) University		
12	Are you in revised scale of pay? If you, 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 belongs 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
Date:		Address	
Countersigned:			
_____ [Employer / Authorized Officer]			