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मैदान गढ़ी, नई दिल्ली- 110068

AIIMS – CAPFIMS CENTRE

MAIDAN GARHI, NEW DELHI – 110068



F. No. : 1-06/2026/CAPFIMS-Estt.(RCT)

VACANCY NOTICE

Applications are invited in the prescribed proforma from eligible candidates for filling up various Group 'A' and 'B' posts on **DEPUTATION BASIS** at **AIIMS-CAPFIMS, Maidangarhi, New Delhi 110068**.

S.No.	Name of the Post, Pay Level and Essential Eligibility Criteria	Upper Age Limit	No. of Posts
1	<u>Administrative Officer</u> Level-10 as per 7th CPC <u>Essential Eligibility Criteria:</u> i. Officer under the Central /State Government /U.T Administration of the Central Statutory /Autonomous Bodies: holding analogous posts on regular basis OR with at least 3/5 years of regular service in posts in the pay scale of Rs 2000-3500/Rs 2000-3200(4th CPC) respectively OR Equivalent and having a degree and experience in administration and establishment matters and also preferably in Accounts matters. <u>Desirable:</u> Officers having MBA or PG diploma in Personnel Management shall be given preference. (Period of deputation shall not ordinarily exceed 03 years).	56	1
2	<u>Accounts Officer</u> Level-10 as per 7th CPC <u>Essential Eligibility Criteria:</u> 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 pay scale of Rs. 2375-3500/ Rs. 2200-4000(4th CPC). ii. Assistant Accounts Officers in the pay scale of Rs. 2000-3200(4th CPC) with 7 years of regular service in the grade (including the services in the grade of Junior Accounts Officer/SAS Accountants/Accountant in the scale of Rs. 1640-2900(4th CPC)). (Period of deputation shall not ordinarily exceed 03 years).	56	2

3	<u>Assistant Controller of Examination</u> Level-11 in the Pay Matrix (Pre revised PB-3 of Rs 15600-39100 + Grade Pay of Rs 6600) <u>Essential Eligibility Criteria:</u> i. Officer working in AIIMS, New Delhi or under Central Government including Delhi Administration, Central Statutory/ Autonomous organization and holding analogous post or having 5/8 years of regular service in the posts carrying pay scale of Rs. 2200-4000/2000-3500 (4th CPC) 8000-13500/Rs. 6500-10500 (5th CPC) respectively and possessing the following: a) Degree of a recognized university or equivalent and b) Track record of absolute integrity and proved ability to maintain strict confidentiality of official matter. <u>Desirable:</u> Experience in organizing examinations/Competitive test. (Period of deputation shall not ordinarily exceed 03 years).	56	1
4	<u>Chief Nursing Officer</u> Level-12 as per 7th CPC <u>Essential Eligibility Criteria:</u> i. Officers of the Central/State Governments/Union Territory Administrations or of Autonomous/Statutory bodies holding analogous posts on regular basis or with 5 years of regular service in a post in the scale of Rs.2200-4000(4th CPC) and possessing the following qualifications and experience: a. B.Sc. Nursing and b. Not less than 15 years' experience in the profession out of which 5 years should be as Nursing Superintendent or in similar capacity in Nursing Administration. Preference shall be given to those possessing M.Sc. in Nursing. (Period of deputation shall not ordinarily exceed 03 years).	56	1
5	<u>Executive Engineer(Civil)</u> Level-11 as per 7th CPC <u>Essential Eligibility Criteria:</u> i. Executive Engineer (Civil) or Asstt. Engineer (Civil) with 8 years of regular service in that grade from CPWD. ii. In the event of suitable candidates not being available from CPWD similar officers from other Engineering Department of the Central Government or Central Statutory/ Autonomous Bodies shall be considered. An officer taken on deputation shall possess a Degree in Civil Engineering. (Period of deputation shall not ordinarily exceed 03 years).	56	1

6	<u>Executive Engineer(A/C&Refgn.)</u> Level-11 as per 7th CPC <u>Essential Eligibility Criteria:</u> i. Officers of CPWD: a. Holding an analogous post on regular basis or with 8 years of regular service in the post of Asstt. Engineer (Elect). b. Possessing a Degree in Mechanical Engineering/Electrical Engineering; and c. Having at least 5 years of experience in A/C & Refgn. ii. In the event of a suitable officer not being available from CPWD, officers holding the post and having the services and qualifications & experience specified above, in other Central Govt. Departments or Central Statutory/ Autonomous Bodies shall be considered. (Period of deputation shall not ordinarily exceed 03 years).	56	1
7	<u>Assistant Engineer(A/C & Refgn.)</u> Level-7 as per 7th CPC <u>Essential Eligibility Criteria:</u> i. Officers of the CPWD holding the post of Assistant Engineer (Electrical) or with 8 years of services as Jr. Engineer (Electrical) and possessing at least 3 years of experience in A/C & Refgn. ii. In the event of a suitable candidate not being available from CPWD, officers in the pay scale of Rs. 2000-3500(4th CPC) or equivalent or with 8 years' service in the pay scale of Rs. 1400-2300(4th CPC) or equivalent from other Central Govt. Departments or Central Statutory/ Autonomous Bodies and possessing the following qualifications shall be considered. a. A degree in Mechanical Engineering; or at least a Diploma in Mechanical Engineering with specialized course in Refrigeration and Air-conditioning or equivalent, and b. Experience of not less 5 years in air-conditioning and refrigeration. (Period of deputation shall not ordinarily exceed 03 years).	56	2
8	<u>Senior Store Officer</u> Level-11 as per 7th CPC <u>Essential Eligibility Criteria:</u> i. Officers of central/State/U.T Govts. Failing which officers of central/Statutory/Autonomous bodies, holding analogous posts on regular basis or with 5/8 years of regular service in the scale of Rs. 2000-4000/2000-3500(4th CPC) respectively and possessing the following. a. Degree of a recognized University or equivalent. b. Post Graduate Degree/Diploma in Materials Management of a recognized University/Institution or equivalent; and	56	1

	c. Not less than 5 years' experience in supervisory capacity in handling stores, preferably medical. (Period of deputation shall not ordinarily exceed 03 years).		
9	<u>Store Officer</u> Level-10 as per 7th CPC <u>Essential Eligibility Criteria:</u> i. Officers of Central/State/U.T Govts. failing which officers of Central/Statutory/Autonomous Bodies, holding analogous posts on regular basis or with 3/5 years of regular service in the scale of Rs. 2000-3200/1640-2900(4th CPC) and possessing the following. a. Degree of a recognized University or equivalent. b. Post Graduate Degree/Diploma in Materials Management of a recognized University/Institution or equivalent; and c. Not less than 5 years' experience in Supervisory capacity in handling stores, preferably medical. (Period of deputation shall not ordinarily exceed 03 years).	56	2
<i>*The number of posts is tentative and may change based on the Institute's requirements.</i> The officers who fulfil the above qualifications / eligibility criteria may submit their application in the prescribed proforma at Annexure-1 through proper channel to the Chief, AIIMS-CAPFIMS, Maidan Garhi, New Delhi-110068, so as to reach the addressee within 30 days from the date of publication of advertisement. The envelope containing the applications(s) should be superscribed "Application for the Post ofon Deputation Basis at CAPFIMS". 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 fulfil the eligibility conditions. Duly attested photocopies of their up to date APAR/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 APAR/CR 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.06/08/2009-Estt.(Pay II) dated 17.06.2010, as amended from time to time. Sd/- Chief Administrative Officer(RCT)			

Annexure-I

Application for the post of _____ (on deputation basis) at
CAPFIMS, Maidan Garhi, New Delhi, 110068.

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.	Essential Qualification	i.				
		ii.				
		iii.				
		iv.				
6.	Whether educational and other qualification 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).					
	Qualification/Experience with Designation					
	Essential		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 the Pay matrix (Scale of Pay if in pre-revised Pay- band and Grade Pay)	Nature of Duties
		Designation	From	To		

Important: Pay band and Grade Pay granted under ACP/AMCP are personal to the officer and therefore, should not 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 below:						
	Office/Instt./Organization	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 you belong	d) Name of the Post and Pay of the post held in substantive capacity in the parent organisation		
Note 1: 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.						
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.(Attach latest salary slip)					
	Basic Pay	Pay Matrix and Level		Total Emoluments		
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 No.	i. Office				

		ii. Residence	
		iii. Mobile	
		iv. E-mail address	
17.	If selected, specify the minimum required joining time		
18.	A short note of one Page (Approx. 100 words) giving brief of the areas of experience which will be to beneficial to AIIMS-CAPFIMS.		
			<u>Signature of the Candidate</u>
Date:		Address:	
Countersigned:			
(Employer / Authorized Officer)			