



**ALL INDIA INSTITUTE OF MEDICAL SCIENCES**  
**Virbhadra Marg, Rishikesh-249201, Uttarakhand.**

*(An autonomous organization under the Ministry of Health & Family Welfare, Govt. of India)*

Advt. No. 21/01/2014-RIS/(ADMN)/1343

Dated: 09<sup>th</sup> June 2014

**Advertisement no. 21/01/2014-RIS/(ADMN)/563, dated 05<sup>th</sup> March 2014 has been reopened with following amendments.**

Applications are invited in the prescribed proforma from suitable candidates for filling up following **Group 'A' & 'B'** posts on **CONTRACTUAL BASIS** for a period of 11 months or till regular appointments are made against these posts whichever is earlier in All India Institute of Medical Sciences, Virbhadra Marg, Rishikesh, Uttarakhand - 249201. The details about the posts are as under:-

Sl. No.	Name of Post	Scale of Post (Rs)	Eligibility Criteria	No. of posts*
1	Senior Medical Officer	Rs.55,000/- (Including NPA)	1. A medical qualification (e.g. MBBS) included in the I or II schedule or part II of the third schedule to the Indian medical council Act of 1956 (Persons possessing qualifications included in part II of third schedule should also fulfill the condition specified in section 13(3) of the Act.) 2. Registration with central/state medical council 3. A postgraduate qualification in medicine/surgery e.g. MD/MS or a recognized qualification equivalent.	1
2	Medical Officer	Rs.50,000/- (Including NPA)	1. A medical qualification (e.g. MBBS) included in the I or II schedule or part II of the third schedule to the Indian medical council Act of 1956 (Persons possessing qualifications included in part II of third schedule should also fulfill the condition specified in section 13(3) of the Act.) 2. Registration with central/state medical council 3. Completion of compulsory rotating internship.	5

3	Antenatal Medical Officer	Rs.50,000/- (Including NPA)	<ol style="list-style-type: none"> <li>1. A medical qualification (e.g. MBBS) included in the I or II schedule or part II of the third schedule to the Indian medical council Act of 1956 (Persons possessing qualifications included in part II of third schedule should also fulfill the condition specified in section 13(3) of the Act.)</li> <li>2. Registration with central/state medical council</li> <li>3. Completion of compulsory rotating internship.</li> <li>4. DGO from MCI recognized medical college (preference will be given to Postgraduate qualification in Obst. &amp; Gynae viz. DNB/MD/MS).</li> </ol>	1
4	Deputy Medical Superintendent	Rs.55,000/- (Including NPA)	<ol style="list-style-type: none"> <li>1. A medical qualification included in the first schedule to Indian Medical Council Act 1956 (person possessing qualification included in part-II of the third schedule should also fulfill the conditions specified in section 13 (3) of the Act.</li> <li>2. MD/MS degree recognized by MCI.</li> <li>3. The candidate must be registered with Central/State Medical Council.</li> <li>4. Five years' experience in the administration of a Major Hospital of at least 500 beds or any health care organization.</li> <li>5. Preference will be given to candidates having MHA or MD Hospital Administration.</li> </ol>	6
5	Sr. Procurement & Store Officer	Rs.43,500/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Degree from a recognized University / Institution;</li> <li>2. Post-graduate degree / Diploma in Material Management from a recognized University / Institution;</li> </ol> <p style="text-align: center;"><b>[Or]</b></p> <p>Bachelor's Degree in Material management from a recognized University / Institution</p> <p><u>Experience:</u></p> <ol style="list-style-type: none"> <li>1. 18 years of regular service in the grade</li> <li>2. Must have, in the feeder post, undergone once in every two years a short-term training course/orientation programme at any recognized academy/institute, for upgrading their skills for the post to which they are being considered for promotion.</li> </ol>	1
6	Hospital Architect	Rs.43,500/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Degree in Architecture of recognized University or equivalent</li> <li>2. Should be registered with Council of Architecture.</li> <li>3. 7 years' experience in architectural planning of hospital and associated building complex.</li> </ol>	1

7	Senior (System) Analyst	Rs.45,500/-	<p><u>Essential Qualification:</u> BE/B.Tech/MCA</p> <p><u>Experience:</u> 10 years' experience in IT systems/Networking/Hardware configuration/Software Programming.</p>	1
8	Assistant Nursing Superintendent	Rs.41,500/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. M.Sc. Nursing / B.Sc. Nursing / Diploma in General Nursing and Midwifery from a recognized Institution or equivalent qualification from male nurse.</li> <li>2. Should be a registered 'A' Grade Nurse and Midwife with a State Nursing Council or equivalent qualification for male nurse.</li> </ol> <p><u>Essential Experience :</u> Total 3 years' experience out of which 2 years of experience as Sister Grade I or equivalent posts in a minimum 200 Bedded Hospital.</p>	113
9	Principal Pvt. Secretary (S)	Rs.41,500/-	<p><u>Essential Qualification:</u> 12th Class pass or equivalent qualification from a recognized Board or University.</p> <p><u>Skill Test Norms:</u> The test in shorthand @120 w.p.m. For 7 minutes with a transcription time of 45 minutes / 60 minutes for English/Hindi respectively shall be held.</p> <p><u>Essential Experience :</u> 20 years of experience in the Grade of Stenographer/Personal Assistant/Private Secretary in any Reputed Organisation.</p>	2
10	Chief Medical Record Officer	Rs.41,500/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Bachelor's Degree, preferably in Science, from a recognised University or equivalent;</li> <li>2. Should have undergone one-year course for Medical Record Officer from a recognised Institution; and</li> </ol> <p><u>Experience:</u> 8 years of experience in the Medical Record Officer/Senior Medical Records Officer in minimum 200 Bedded Hospital.</p>	1
11	Senior Dietician (Assistant Food Manager)	Rs.41,500/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. M.Sc. (Food &amp; Nutrition) / Home Science from a recognised University/Institution;</li> </ol> <p><u>Experience :</u> 3 years of experience as Dietician in the line preferably in a large teaching hospital.</p>	3

12	Supervising Medical Social Service Officer	Rs.41,500/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Master's Degree in Social Work from a recognized University/Institution.</li> <li>2. Experience in the line with a Welfare or Health Agency, preferably dealing with Medical/Public Health Service.</li> </ol> <p><u>Desirable:</u> Specialization, by experience or qualification or training in Medical Social Work including psychiatric services.</p> <p><u>Experience :</u> 8 years of experience in the Medical Social Service Officer grade II/Medical Social Service Officer Grade I in minimum 200 Bedded Hospital.</p>	1
13	Technical Officer	Rs.27,000/-	<p><u>Educational Qualification:</u> B.Sc (Medical Lab Technology) from recognised Institution [Or] B.Sc (Physics / Chemistry / Mathematics / Biology) + Diploma (Medical Lab Technology) from recognised Institution. [Or] B. Tech (Bio Technology) + Diploma (Medical Lab Technology) from recognised Institution.</p> <ul style="list-style-type: none"> <li>• Seven years of regular service</li> <li>• Must have, in the feeder post, undergone once in every two years a short-term training course/orientation programme 'in-service' or at any recognized academy/institute, attended CME for upgrading their skills for the post to which they are being considered for promotion [or] should have published once in every two years a research paper in a journal of national standing and repute.</li> </ul>	12
14	Psychiatric Social Worker	Rs.26,000/-	<p><u>Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Master's Degree in Social Work in concerned specialty with specialization in Medical Social Work from a recognized Institution/University or equivalent.</li> <li>2. Two years' experience in Social work.</li> </ol>	3
15	Medico-Social Worker	Rs.27,000/-	<p><u>Educational Qualification:</u></p> <ol style="list-style-type: none"> <li>1. MA (Social Work) / MSW, with at least 55% marks, from a recognized University / Institution.</li> <li>2. Experience in a government or private sector hospital dealing Medical or Public Service.</li> <li>3. 5 years of regular service in the grade of Medical Social Worker Grade II.</li> <li>4. Must have in the feeder post, undergone once in every two years a short term training course / orientation programme, 'in-service' or at any</li> </ol>	3

			<p>recognized academy/institute, attended CME for upgrading their skills for the post to which they are being considered for promotion [or] should have published once in every two years a research paper in a journal of national standing and repute.</p> <p><u>Desirable:</u> Ability to use computers.</p>	
16	PACS Administrator (Technical Officer Photography)	Rs.27,000/-	<p><u>Educational Qualification:</u></p> <ol style="list-style-type: none"> <li>1. 10 + 2 from a recognised Board.</li> <li>2. Diploma / Certificate course (of minimum 1 year duration) in Photography from a recognized Institution.</li> <li>3. 2 years' experience in Photography preferably in Medical Photography in a Hospital.</li> <li>4. 5 years' service in the grade of Senior Photographer.</li> <li>5. Must have, in the feeder post, undergone once in every two years a short-term training course/ orientation programme, 'in-service' or at any recognized academy/ institute, for upgrading their skills for the post to which they are being considered for promotion.</li> </ol>	1
17	Prosthetic & Orthotic Technician	Rs.26,000/-	<p><u>Educational Qualification:</u> B.Sc (Medical Lab Technology) from recognised Institution.</p> <p style="text-align: center;">[Or]</p> <p>B.Sc (Physics / Chemistry / Mathematics / Biology) + Diploma (Medical Lab Technology) from recognised Institution.</p> <p style="text-align: center;">[Or]</p> <p>B. Tech (Bio Technology) + Diploma (Medical Lab Technology) from recognised Institution.</p> <ul style="list-style-type: none"> <li>• Five years of regular service in the concerned specialty</li> <li>• Must have, in the feeder post, undergone once in every two years a short-term training course/orientation programme 'in-service' or at any recognized academy/institute, attended CME for upgrading their skills for the post to which they are being considered for promotion [or] should have published once in every two years a research paper in a journal of national standing and repute.</li> </ul>	1
18	TB & Chest Disease Health Assistant	Rs.26,000/-	<p><u>Educational Qualification:</u> B.Sc (Medical Lab Technology) from recognised Institution.</p> <p style="text-align: center;">[Or]</p> <p>B.Sc (Physics / Chemistry / Mathematics / Biology) + Diploma (Medical Lab Technology) from recognised</p>	2

			<p>Institution.</p> <p>[Or]</p> <p>B. Tech (Bio Technology) + Diploma (Medical Lab Technology) from recognised Institution.</p> <ul style="list-style-type: none"> <li>• Five years of regular service in the concerned specialty</li> <li>• Must have, in the feeder post, undergone once in every two years a short-term training course/orientation programme 'in-service' or at any recognized academy/institute, attended CME for upgrading their skills for the post to which they are being considered for promotion [or] should have published once in every two years a research paper in a journal of national standing and repute.</li> </ul>	
19	Multi-Rehabilitation Worker (Physiotherapist)	Rs.26,000/-	<p><u>Educational Qualification:</u></p> <ol style="list-style-type: none"> <li>1. 10 + 2 in Science (Physics, Chemistry and Biology) and.</li> <li>2. Bachelor's Degree in Physiotherapy from a recognized Institute / University.</li> <li>3. Registered with the Physiotherapy council.</li> </ol>	4
20	Senior Programmer (Analyst)	Rs.43,500/-	<p><u>Educational Qualification:</u></p> <p>BE/MCA/B.Tech (Comp. Sc./Comp.Engg.) or Post-graduation in Science/Maths etc. or post-graduation in Computer Application. Grade: Programmer</p> <p>Eligibility:</p> <p>(i) 7 years' service in the grade</p> <p>(ii) Must have, in the feeder post, undergone once in every two years a short-term training course/orientation programme, 'in-service' or at any recognised academy institute, or delivered a Lecture in a Seminar for upgrading their skills for the post to which they are being considered for promotion.</p>	1
21	CSSD Supervisor	Rs.27,000/-	<p>B.Sc. (Microbiology or MedicalTechnology) with three years' experiencein CSSD of a hospital or Pharmaceutical organization or Operation Theatre.</p> <p>OR</p> <p>Staff Nurse (A Grade Registration) with two years' experience in OperationTheatre.</p> <p>OR</p> <p>Theatre Assistant Course with four yearsexperience in CSSD/Operation Theatre.</p> <p>OR</p> <p>Matric with Science with 7 yearsexperience as CSR Assistant Gr-I +Diploma in Operation TheatreTechniques.</p> <p>i)6 years of regular service in the grade of CSSD Assistant Gr-I</p> <p>ii)Must have, in the feeder post,undergone once in every two years ashort-term training course/orientation</p>	1

			programme, 'in-service' or at any recognised academy / institute, for upgrading their skills for the post to which they are being considered for promotion.	
22	Chief Pharmacist	Rs.27,000/-	<p><u>Essential Qualification:</u></p> <p>1. Degree in Pharmacy from a recognised University Institution.</p> <p>2. 3 years' experience in manufacturing, testing, storage or distribution of transfusion fluids in a reputed hospital or industry.</p> <p><u>Experience:</u></p> <p>05 years of experience as a Senior Pharmacist in minimum 200 Bedded reputed Hospital.</p>	1
23	Health Educator (Social Psychologist)	Rs.26,000/-	<p>Essential Qualification:</p> <p>1. Matriculation or its equivalent from a recognized Board/School.</p> <p>2. Multipurpose Health Worker course from a recognised Institute / Board.</p> <p style="text-align: center;">OR</p> <p>Vocational Higher Secondary with Multipurpose Health Worker course from a recognized School/Board.</p> <p style="text-align: center;">OR</p> <p>Matric or its equivalent from a recognized Board/School. Certificate of Auxiliary Nurse Midwife from a recognized State Nursing Council.</p> <p style="text-align: center;">OR</p> <p>Must have been registered as Auxiliary Nursing Midwife with recognized State Nursing Council.</p> <p style="text-align: center;">OR</p> <p>Matric or its equivalent from a recognized School/Board. Female Multipurpose Worker Course from a recognized Institution.</p> <p style="text-align: center;">OR</p> <p>ANM course under 10+2 vocational scheme from a recognized Board as per syllabus prescribed by the Central Board of Secondary Education or its equivalent and Indian Nursing Council.</p> <p><u>Experience:</u></p> <p>10 years of experience in the Grade of Health Assistant / Multipurpose Worker in minimum 200 Bedded reputed Hospital/organization.</p>	1

24	Jr. Reception Officer	Rs.26,000/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Degree from a recognised University.</li> <li>2. Post-graduate Diploma in Journalism/Public Relations.</li> </ol> <p><u>Desirable:</u></p> <ol style="list-style-type: none"> <li>1. Experience in Public Relations / Publications / Printing / Publishing.</li> <li>2. Exposure to working on Personal Computer.</li> </ol> <p><u>Experience:</u></p> <p>05 years of experience as Receptionists in Reputed organisation.</p>	2
25	Laundry Manager	Rs.26,000/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Matriculation plus Diploma/Certificate in Mechanical Engineering.</li> <li>2. At least one years' experience of operating Steam-Laundry Machine or Dry-cleaning plants.</li> </ol> <p><u>Desirable:</u></p> <p>Certificate of having undergone a course for a Laundry Operator.</p> <p><u>Experience:</u></p> <p>10 years of experience as Asstt. Laundry Supervisor / Laundry Supervisor in the reputed hospital.</p>	1
26	Medical Social Service Officer Grade I	Rs.27,000/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Master's Degree in Social Work from a recognised University / Institution.</li> <li>2. Experience in the line with a Welfare or Health Agency preferably dealing with Medical / Public Health Service.</li> </ol> <p><u>Desirable:</u></p> <p>Specialization by experience or qualification or training in Medical Social Work including psychiatric services.</p> <p><u>Experience:</u></p> <p>05 years of experience Medical Social Service Officer Grade II in minimum 200 Bedded reputed Hospital.</p>	15
27	Office Superintendent	Rs.26,000/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. Having a Degree from a recognized University;</li> <li>2. Proficiency in Computer application.</li> <li>3. Data Entry Speed Test (DEST) at 8,000 (eight thousand) Key Depression per hour on Computer.</li> </ol> <p><u>Experience :</u></p> <p>5 years of experience in this field in a reputed organisation.</p>	2
28	Staff Nurse Grade I (Nursing Sisters)	Rs.28,000/-	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> <li>1. B.Sc. (Hons.) Nursing (4 year course).or</li> <li>2. B.Sc. (Post-certificate) or equivalent such as B.Sc. Nursing (Post-basic) (2year course) from a recognised institute/University.</li> <li>3. Should be registered with the Indian Nursing Council / State Nursing Council.</li> </ol> <p><u>Desirable:</u></p> <ol style="list-style-type: none"> <li>1. M.Sc. (Nursing) from a recognised institution / university.</li> </ol>	510



			<p>2. Ability to use computers – Hands on experience in office applications, spread sheets and presentations.</p> <p><u>Experience:</u> 5 years of experience in the Staff Nurse Grade II in minimum 200 Bedded reputed Hospital.</p>	
29	Chief Cashier	Rs.27,600/-	<p><u>Essential Qualification &amp; Experience:</u> B.Com with 17 years of experience in maintaining Cash, Banking work in reputed organization preferably in an educational Institution.</p>	1
30	PA to Principal	Rs.26,000/-	<p><u>Essential Qualification:</u> 1. 12th Class pass or equivalent qualification from a recognized Board or University. OR Matriculation or equivalent qualification from a recognized board or university with 5 years' service as stenographer in Govt. / reputed Organization / Institution. 2. <u>Skill Test Norms:</u> A speed of 100 wpm in Stenography (English/Hindi). <u>Experience:</u> 5 years of experience in this field in a reputed organization.</p>	1
31	Senior Hindi Officer	Rs.27,000/-	<p><u>Essential Qualification:</u> Master's degree of a recognised University or equivalent in Hindi with English as a subject at the degree level. OR Master's degree of a recognised University or equivalent in English with Hindi as a subject at the degree level. OR Master's degree of a recognised University or equivalent in any subject with Hindi English as a subject at the degree level. OR Master's degree of recognised University or equivalent in any subject with Hindi medium and English as a subject at degree level. OR Master's degree of a recognised University or equivalent in any subject with English medium and Hindi as a subject at the degree level. <u>Experience:</u> 5 years' experience of terminological work in Hindi and/or Translation work from English to Hindi or vica-versa, preferably of technical or scientific literature.</p>	1

**\*The number of posts is tentative and is liable to change based on the Institute's requirement.**

**\*Last date for submission of application form is 30.06.2014 at 5:00PM.**

**Director,  
AIIMS, Rishikesh**