

Recruitment Advertisement for Extramural Project Title “Health Technology Assessment”

“Health Technology Assessment” a research project under collaboration of AIIMS Rishikesh and Ministry of Health and Family Welfare, Government of India. Manpower has to be recruited for this purpose on contractual basis, with following posts.

Start date of receiving application:22.09.2022

Last date of receiving applications – 10.10.2022

Date of Interview – Will be informed through email communication.

Venue: - Department of Cardiology, 5th floor, B block

Application form to be submitted through the following link

<https://forms.gle/VRCzZiY9DZULq3Ea6>

Please share your updated CV by email

hta2cardiology@gmail.com

S. No	Name of the post	No. of Post	Qualification	Pay per month (Approx.)
1	Administrative Assistant (Accountant).	01	Essential: - 1. M.com/B.com 2. Minimum 5 years’ experience any Government organisation /Reputed private organization Desirable: Ex-Serviceman	According to guidelines of project sanctioning agency /ICMR.

Terms and Conditions:

- As per guidelines of project sanctioning agency.
- Method of recruitment may be Written exam / Interview or both
- The Selected candidate will have to join within 30 days of declaration of results.
- It is NOT a permanent employment with AIIMS Rishikesh.
- The posts are purely on contract basis; the contract will be for a period of one year or completion of project whichever is earlier.
- NO claim for any other regular post in AIIMS Rishikesh shall be entertained.
- Employee Performance Indicator will be applied.
- Candidate must send completely filled application form.
- Incomplete applications or applications received after due date will not be considered.
- No TA/ DA will be paid for the interview.

- Experience should have been gained after acquiring minimum essential qualification.
- Qualification, experience, other terms and conditions may be relaxed/ altered at the discretion of Director AIIMS Rishikesh / Recruitment Committee
- No other allowance/ facilities other than consolidated salary shall be admissible.
- Decision of Recruitment Committee will be final.
- Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
- If performance of the appointee is not found satisfactory by the Principal Investigator/Nodal Officer appointment can be terminated at any time without any prior notice/compensation.
- The appointee may be relieved from the current job position, by serving one-month prior notice, if the notice period is less than 2 months, amount equal to salary of 02 months will have to be deposited for relieving certificate.
- Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage. Applicants must fill up all the columns of application form properly.

Single/consolidated SCANNED PDF of the CV along with copies of certificates should be send to hta2cardiology@gmail.com

How to Apply:

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Interested candidate should send their CV by an email with subject: Administrative Assistant(Accountant). Application should reach by **10.10.2022**. Only shortlisted candidate will be called for written examination or interview. Time, date and venue of interview will be informed to shortlisted candidate by email.