

RECRUITMENT CELL

Phone No. 0135-2462953, Email ID: job@aiimsrishikesh.edu.in

F.No. 2019/141/148

Date: 05.09.2023

Subject : Verification of Eligibility Criteria & Original Document of Candidates selected for the post of Junior Medical Record Officer (Receptionist) vide advt. No. 2019/141 as per result declared on 18th August 2023.

All the candidates who have provisionally selected for the post of Junior Medical Record Officer (Receptionist) vide Result Notification No. 2019/141/117 dated 18th August 2023 are hereby notified that;

- Candidate are required to report **IN PERSON** for Verification of Eligibility Criteria (as per advertisement) & Original Documents on below mentioned schedule at Recruitment Cell, All India Institute of Medical Sciences, Rishikesh.

Sr. No	Post Name	Date & Reporting for Document Verification
1	Junior Medical Record Officer (Receptionist)	13 th September 2023 Reporting : 9:30 AM

- Please bring following original documents along with one set of a self- attested **Xerox copy** of these documents as per above mentioned schedule.
 - 1) A valid Identity proof i.e. passport, voter ID card, etc. (issued by government authority)
 - 2) Aadhar Card
 - 3) Admit Card having candidate's Signature (original candidate slip)
 - 4) Registration Slip of online registration having candidate's signature.
 - 5) Age proof (10th Certificate/ Birth Certificate).
 - 6) Residence proof (issued by government authority).
 - 7) Qualification proof (Degrees & Marksheets) as per Advertisement.
 - 8) Experience certificate, (if any).
 - 9) NOC document from current employer (if applicable).
 - 10) Reserve category certificate (if applicable).
 - 11) Any other relevant document to support your candidature.
- Candidates applied under reserved category are required to submit category certificate, as per advertisement, on the day of reporting at the institute failing which their candidature is liable to cancel.
- Candidates who are in employment with state/central Govt/PSU must submit a "No Objection Certificate" from the employer at the time of reporting at institute. Under special circumstances submission of proof of acceptance of resignation by the current employer and proper relieving letter in original from respective employer may be considered at the time of reporting at institute failing which their candidature is liable to cancel.

Note: In case any candidate(s) fail to show requisite original documents at time Original Document verification his/her candidature will be treated as cancelled and no further correspondence will be entertained in this regard.

Recruitment Cell
AIIMS Rishikesh