



All India Institute of Medical Sciences, Rishikesh

Virbhadr Marg, Pashulok, Rishikesh, UK 249203

www.aiimsrishikesh.edu.in

Date: 13th September, 2023

RE-OPEN NOTICE

Procedure for On-line submission of application(s) for following Group B & C posts is **REOPEN** and available on AIIMS, RISHIKESH website www.aiimsrishikesh.edu.in **w.e.f. 13.09.2023 10.00 Hrs to 03.10.2023 23:59 Hrs.**

Sl. No.	Advt. No.	Post Name	Group	No. of Posts*
1.	2018/215-217	Personal Assistant	B	7
2.	2018/218-219	Private Secretary	B	5
3.	2018/226	Senior Programmer (Analyst)	A	1

* Number of posts is tentative and is liable to change based on Institute's requirements.

The Candidates who had already successfully applied (with applicable application fees) in response to earlier advertisement **NEED NOT TO APPLY AGAIN.**

Other terms and conditions will remain same as per previous advertisement No. 2018/205 – 231 released on 01.09.2018.

In case of any queries, assistance or clarifications please contact:

Email : aiimsmr05@onlineregistrationform.org

Phone No. : 022- 62337908

If any query not addressed, please contact from 10:00 AM to 05:00 PM on all working days (except Saturday):

Email : job@aiimsrishikesh.edu.in

Phone No. : 0135-2462953

**Recruitment Cell,
AIIMS, Rishikesh**



All India Institute of Medical Sciences, Rishikesh
(An Autonomous institute under Ministry of Health & Family Welfare, Government of India)
Rishikesh, UK 249203

On line applications are invited from suitable candidate for filling up following posts of Group 'A' & 'B' on **DIRECT RECRUITMENT BASIS** in All India Institute of Medical Sciences, Rishikesh, Uttarakhand-249203. Essential qualification, experiences etc. required for applying for this posts is as under: -

Sl. No	Advert. No.	Name of Post	Pay Scale	Age	Qualification	No. of Posts*
1	2018/205	Nursing Officer (Staff Nurse Grade II)	Level 7 as per 7 th CPC (Rs. 44900- 142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Between 21-30 years	<u>Essential Qualification:</u> I (i) B.Sc. (Hons.) Nursing / B.Sc. Nursing from an Indian Nursing Council recognized Institute or University; OR B.Sc. (Post-Certificate) / Post Basic B.Sc. Nursing from an Indian Nursing Council recognized Institute or University. (ii) Registered as Nurses & Midwife in State /Indian Nursing Council. OR II (i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council; (ii) Registered as Nurses & Midwife in State /Indian Nursing Council. (iii) Two years' experience in minimum 50 bedded Hospital after acquiring the educational qualification mentioned above.	UR-424
2	2018/206	Nursing Officer (Staff Nurse Grade II)	Level 7 as per 7 th CPC (Rs. 44900- 142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Between 21-30 years	<u>Essential Qualification:</u> I (i) B.Sc. (Hons.) Nursing / B.Sc. Nursing from an Indian Nursing Council recognized Institute or University; OR B.Sc. (Post-Certificate) / Post Basic B.Sc. Nursing from an Indian Nursing Council recognized Institute or University. (ii) Registered as Nurses & Midwife in State /Indian Nursing Council. OR II (i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council; (ii) Registered as Nurses & Midwife in State /Indian Nursing Council. (iii) Two years' experience in minimum 50 bedded Hospital after acquiring the educational qualification mentioned above.	OBC-84
3	2018/207	Nursing Officer (Staff Nurse Grade II)	Level 7 as per 7 th CPC (Rs. 44900- 142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Between 21-30 years	<u>Essential Qualification:</u> I (i) B.Sc. (Hons.) Nursing / B.Sc. Nursing from an Indian Nursing Council recognized Institute or University; OR B.Sc. (Post-Certificate) / Post Basic B.Sc. Nursing from an Indian Nursing Council recognized Institute or University.	SC-47

					<p>(ii) Registered as Nurses & Midwife in State /Indian Nursing Council.</p> <p>OR</p> <p>II (i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council;</p> <p>(ii) Registered as Nurses & Midwife in State /Indian Nursing Council.</p> <p>(iii) Two years' experience in minimum 50 bedded Hospital after acquiring the educational qualification mentioned above.</p>	
4	2018/208	Nursing Officer (Staff Nurse Grade II)	<p>Level 7 as per 7th CPC (Rs. 44900- 142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'</p>	Between 21-30 years	<p><u>Essential Qualification:</u></p> <p>I (i) B.Sc. (Hons.) Nursing / B.Sc. Nursing from an Indian Nursing Council recognized Institute or University;</p> <p>OR</p> <p>B.Sc. (Post-Certificate) / Post Basic B.Sc. Nursing from an Indian Nursing Council recognized Institute or University.</p> <p>(ii) Registered as Nurses & Midwife in State /Indian Nursing Council.</p> <p>OR</p> <p>II (i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council;</p> <p>(ii) Registered as Nurses & Midwife in State /Indian Nursing Council.</p> <p>(iii) Two years' experience in minimum 50 bedded Hospital after acquiring the educational qualification mentioned above.</p>	ST-56
5	2018/209	Nursing Officer (Staff Nurse Grade II)	<p>Level 7 as per 7th CPC (Rs. 44900- 142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'</p>	Between 21-30 years	<p><u>Essential Qualification:</u></p> <p>I (i) B.Sc. (Hons.) Nursing / B.Sc. Nursing from an Indian Nursing Council recognized Institute or University;</p> <p>OR</p> <p>B.Sc. (Post-Certificate) / Post Basic B.Sc. Nursing from an Indian Nursing Council recognized Institute or University.</p> <p>(ii) Registered as Nurses & Midwife in State /Indian Nursing Council.</p> <p>OR</p> <p>II (i) Diploma in General Nursing Midwifery from an Indian Nursing Council recognized Institute/Board or Council;</p> <p>(ii) Registered as Nurses & Midwife in State /Indian Nursing Council.</p> <p>(iii) Two years' experience in minimum 50 bedded Hospital after acquiring the educational qualification mentioned above.</p>	PwD-OL (One Leg)
6	2018/210	Office Assistant (NS)	<p>Level 6 as per 7th CPC (Rs. 35400- 112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'</p>	Between 21-30 years	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> 1. Degree of recognized University or equivalent 2. Proficiency in computers 	UR-06
7	2018/211	Office Assistant (NS)	<p>Level 6 as per 7th CPC (Rs. 35400- 112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'</p>	Between 21-30 years	<p><u>Essential Qualification:</u></p> <ol style="list-style-type: none"> 3. Degree of recognized University or equivalent <p>Proficiency in computers</p>	OBC-05

8	2018/212	Office Assistant (NS)	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-30 years	<u>Essential Qualification:</u> 4. Degree of recognized University or equivalent Proficiency in computers	SC-03,
9	2018/213	Office Assistant (NS)	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-30 years	<u>Essential Qualification:</u> 5. Degree of recognized University or equivalent Proficiency in computers	ST-02
10	2018/214	Office Assistant (NS)	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-30 years	<u>Essential Qualification:</u> 6. Degree of recognized University or equivalent Proficiency in computers	Pwd (OL, OA, BL, HH)
11	2018/215	Personal Assistant	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 18-30 years	<u>Essential Qualification:</u> (i) Degree from a recognized University. (ii) Skill Test Norms: Dictation – 10 Minutes @100 WPM Transcription- 40 Minutes English or 55 Minutes Hindi on a Computer. Desirable: Diploma / Certificate in Secretarial Practice from a recognized Institute. Excellent command over Hindi and English (written and spoken)	UR-05
12	2018/216	Personal Assistant	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 18-30 years	<u>Essential Qualification:</u> (i) Degree from a recognized University. (ii) Skill Test Norms: Dictation – 10 Minutes @100 WPM Transcription- 40 Minutes English or 55 Minutes Hindi on a Computer. Desirable: Diploma / Certificate in Secretarial Practice from a recognized Institute. Excellent command over Hindi and English (written and spoken)	OBC-01
13	2018/217	Personal Assistant	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 18-30 years	<u>Essential Qualification:</u> (i) Degree from a recognized University. (ii) Skill Test Norms: Dictation – 10 Minutes @100 WPM Transcription- 40 Minutes English or 55 Minutes Hindi on a Computer. Desirable: Diploma / Certificate in Secretarial Practice from a recognized Institute. Excellent command over Hindi and English (written and spoken)	SC-01
14	2018/218	Private Secretary	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Between 18-30 years	<u>Essential Qualification:</u> (i) Degree from a recognized University. (ii) Skill Test Norms: Dictation- 7 Minutes @120 WPM Transcription- 45 Minutes English or 60 Minutes Hindi on a Computer Desirable: Diploma / Certificate in Secretarial Practice from a recognized Institute.	UR-04

					Excellent command over Hindi and English (written and spoken) iv) Ability to use computers Desirable: Diploma in Secretarial Practice or equivalent.	
15	2018/219	Private Secretary	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Between 18-30 years	<u>Essential Qualification:</u> (i) Degree from a recognized University. (ii) Skill Test Norms: Dictation- 7 Minutes @120 WPM Transcription- 45 Minutes English or 60 Minutes Hindi on a Computer Desirable: Diploma / Certificate in Secretarial Practice from a recognized Institute. Excellent command over Hindi and English (written and spoken) iv) Ability to use computers Desirable: Diploma in Secretarial Practice or equivalent.	OBC-01
16	2018/220	Programmer (Data Processing Asstt)	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs.9300-34800 with Grade Pay of Rs. 4600/- Group 'B'	18-30 years	<u>Essential Qualification:</u> B.E./ B.Tech (Computer Science / Computer Engineering) Or Post Graduation in Computer Application from a recognized University or Institution.	UR-02
17	2018/221	Radiographic Technician Grade I	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-35 years of age	<u>Essential Qualification:</u> B.Sc. (Hons) (3 years course) in Radiography from a recognized university / institution. Or Diploma in Radiography from a recognized institution with 2 years experience. <u>Desired:</u> Ability to use computers – Hands on experience in office applications, spread sheets and presentations.	UR-09
18	2018/222	Radiographic Technician Grade I	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-35 years of age	<u>Essential Qualification:</u> B.Sc. (Hons) (3 years course) in Radiography from a recognized university / institution. Or Diploma in Radiography from a recognized institution with 2 years experience. <u>Desired:</u> Ability to use computers – Hands on experience in office applications, spread sheets and presentations.	OBC-03
19	2018/223	Radiographic Technician Grade I	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-35 years of age	<u>Essential Qualification:</u> B.Sc. (Hons) (3 years course) in Radiography from a recognized university / institution. Or Diploma in Radiography from a recognized institution with 2 years experience. <u>Desired:</u> Ability to use computers – Hands on experience in office applications, spread sheets and presentations.	SC-02
20	2018/224	Radiographic Technician Grade I	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-35 years of age	<u>Essential Qualification:</u> B.Sc. (Hons) (3 years course) in Radiography from a recognized university / institution. Or Diploma in Radiography from a recognized institution with 2 years experience. <u>Desired:</u>	ST-01

					Ability to use computers – Hands on experience in office applications, spread sheets and presentations.	
21	2018/225	Radiotherapy Technician Grade II	Level 6 as per 7 th CPC (Rs. 35400-112400) Rs.9300-34800 with Grade Pay of Rs. 4200/- Group 'B'	Between 21-35 years of age	<u>Essential Qualification:</u> B.Sc. (Hons) (3 years course) in Radiotherapy / Radiology from a recognized university / institution. Or Diploma in Radiotherapy / Radiology from a recognized institution with 2 years experience. <u>Desired:</u> Ability to use computers – Hands on experience in office applications, spread sheets and presentations.	UR-02
22	2018/226	Senior Programmer (Analyst)	Level 11 as per 7 th CPC (Rs. 67700-208700) Rs. 15600-39100 with Grade Pay of Rs. 6600 Group 'A'	Not exceeding 50 years	<u>Essential Qualification:</u> B.E./B.Tech./MCA/BSc with Diploma in Computer application+10 years experience in IT Systems / Networking / Hardware configuration / Software programming in Ministries / Departments of Government of India / State government / Union Territories / Statutory / Autonomous Bodies	UR-01
23	2018/227	Technical Officer (Technical Supervisor)	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Not exceeding 40 years	<u>Essential Qualification:</u> a) B.Sc. In Medical Lab Technology or equivalent. b) 10 years experience in the concerned field. Or c) For posts in Anesthesia / Operation Theatre, B.Sc. in OT techniques or equivalent with 10 years experience in concerned field. Or d) 10+2 with science with Diploma in OT techniques or equivalent with 13 years experience in concerned field.	Medical Lab Tech.-UR-03
24	2018/228	Technical Officer (Technical Supervisor)	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Not exceeding 40 years	<u>Essential Qualification:</u> a) B.Sc. In Medical Lab Technology or equivalent. b) 10 years experience in the concerned field. Or c) For posts in Anesthesia / Operation Theatre, B.Sc. in OT techniques or equivalent with 10 years experience in concerned field. Or d) 10+2 with science with Diploma in OT techniques or equivalent with 13 years experience in concerned field.	Anaesthesia/Operation Theater-UR-03
25	2018/229	Technical Officer (Technical Supervisor)	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Not exceeding 40 years	<u>Essential Qualification:</u> a) B.Sc. In Medical Lab Technology or equivalent. b) 10 years experience in the concerned field. Or c) For posts in Anesthesia / Operation Theatre, B.Sc. in OT techniques or equivalent with 10 years experience in concerned field. Or d) 10+2 with science with Diploma in OT techniques or equivalent with 13 years experience in concerned field.	Medical Lab Tech.-OBC-01
26	2018/230	Technical Officer (Technical Supervisor)	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Not exceeding 40 years	<u>Essential Qualification:</u> a) B.Sc. In Medical Lab Technology or equivalent. b) 10 years experience in the concerned field. Or c) For posts in Anesthesia / Operation Theatre, B.Sc. in OT techniques or equivalent with 10 years experience in concerned field. Or	Anaesthesia/Operation Theater-OBC-01

					d) 10+2 with science with Diploma in OT techniques or equivalent with 13 years experience in concerned field.	
27	2018/231	Technical Officer (Technical Supervisor)	Level 7 as per 7 th CPC (Rs. 44900-142400) Rs. 9300-34800 with Grade Pay of Rs 4600/- Group 'B'	Not exceeding 40 years	<u>Essential Qualification:</u> a) B.Sc. In Medical Lab Technology or equivalent. b) 10 years experience in the concerned field. Or c) For posts in Anesthesia / Operation Theatre, B.Sc. in OT techniques or equivalent with 10 years experience in concerned field. Or d) 10+2 with science with Diploma in OT techniques or equivalent with 13 years experience in concerned field.	Anaesthesia/Operation Theater-SC-01

OL-One leg, OA-One Arm, BL-Both leg, HH-Hearing Handicapped.

*Number of posts is tentative and is liable to change based on Institute's requirements.

Online application form will close on **30 days from the date of advertisement in Employment News paper.**

Application Fees:Application fees for GEN / OBC candidates Rs. 3,000/- (NIL for SC / ST / OPH & Women candidates) per post. Fees shall be paid through online application portal. Fee once remitted will not be refunded in any case.

For details description of qualification & other eligibility criteria please visit Institute website: www.aiimsrishikesh.edu.in.

PROF. RAVI KANT
DIRECTOR
AIIMS, RISHIKESH



**ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Rishikesh-249203, Uttarakhand.**

INSTRUCTION

- (I) Date for on-line registration of Applications Form is **01-09-2018**.
(II) Last date of submission of Application Form is **01-10-2018**.
(III) Date of Examination and centres of examination and any information recruitment will be uploaded on AIIMS, Rishikesh website i.e. www.aiimsrishikesh.edu.in.
(IV) Date of Downloading of Admit Card etc. will be uploaded on website in due course.
(V) In case of any queries, assistance or clarifications please contact:
Email : aiimsrishikeshhelpdesk@gmail.com
Phone No. : 022-61306211

If any query not addressed please contact from 10:00 AM to 05:00 PM on all working days:

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

GENERAL CONDITIONS

1. Aspiring applicants satisfying eligibility criteria in all respect can submit their ONLINE application only. On-line application(s) will be available on AIIMS, RISHIKESH web site www.aiimsrishikesh.edu.in w.e.f 01.09.2018 10.00 hrs to 01.10.2018 23:59 hrs.
2. Applicants must fulfill all essential eligibility criteria (educational qualification, age limit, etc.) **by last date of submission of application forms** in respect to that post for which they are applying.
3. Amount of non-refundable fee to be paid in respect of one post is as under:-

Category	Total Amount Payable
UR / OBC Candidate	Rs.3,000/-
SC / ST / OPH & Women Candidate	NIL

4. Individual application and application fee is required to be submitted/remitted for each post (s) (in case of candidates applying for more than one post).
5. On-line Registration and Submission process will be **terminated by 23:59 hrs on 01.10.2018**. Candidature of such applicants who fail to complete online submission of application form by stipulated date and time will not be considered and no correspondence in this regard will be entertained.

6. Age relaxation for SC/ST candidate up to a maximum period of 05 years, and in case of OBC candidates up to a maximum period of 03 years **as on last date of submission of application** as specified above.
7. In case of Orthopaedic Physical Handicapped (OPH) candidates, relaxable upto maximum period of 10 years for General Category, 13 years for OBC category and 15 years for SC/ST category candidates **as on last date of submission of application** as specified above.
8. In case of Permanent Government Employees who have rendered not less than 3 years regular and continuous service in the relevant field as on closing date for receipt of application, relaxable upto maximum period of 5 years.
9. Relaxation in upper age limit in favour of Contractual employees of AIIMS Rishikesh considered for a period of his or her continuous service in AIIMS Rishikesh in equivalent post or up to 5 years, whichever is less, as a one time dispensation.
10. Relaxation to upper age limit in favour of Ex-servicemen will be as per Govt. of India rule.
11. No documents including printed/hard copy of online application form are required to be sent by post. However, applicants are advised to keep one printed/hard copy of their application forms for submission at time of Interview.
12. Candidates are required to give their preferences amongst three choices of centres. Exact centre will be given at time of issue of admit card. Effort will be made to allot centre to a candidate according to their given preferences. However, in case of non-availability of a slot at their preferred choices, closest other centres will be allotted. Decision of AIIMS, Rishikesh will be final in this regard.
13. Applicants in regular employment must submit a "NO OBJECTION CERTIFICATE" from employers in case they qualify examination.
14. Candidates with valid application shall be issued **admit card to appear in Computer Based Examination**. Admit Card can be downloaded by candidates directly from the AIIMS, Rishikesh website www.aiimsrishikesh.edu.in. This facility would be available on **website 15 days before actual date of examination**.
15. No TA/DA shall be admissible for appearing in Written Test / Skill Test / Interview.
16. Period of Probation shall be of 2 years.
17. Director AIIMS, Rishikesh reserves rights to fill any or all of advertised posts or not to fill same without assigning any reason.

Director
AIIMS Rishikesh