

No. 25/10/2015-CS-II(C)
Government of India
Ministry of Personnel, Public Grievances & Pensions
Department of Personnel & Training

3rd Floor, Lok Nayak Bhawan,
Khan Market, New Delhi-110003.
Dated: 27th April, 2018

CIRCULAR


Subject: Vacancy circular for the post of Senior Administrative Officer on deputation basis at AIIMS, Raipur-reg.

All India Institute of Medical Sciences vide their letter dated 16.04.2018 has invited applications for filling up of the post of Senior Administrative Officer on deputation basis at AIIMS, Raipur.

2. All the cadre units are requested to give wide publicity to this circular. The eligible officers/officials who wish to apply may forward their application along with all the requisite documents through proper channel to:

Senior Administrative Officer
All India Institute of Medical Sciences
G.E. Road, Tatibandh, Raipur-492099.(CG)

Encls: As above.


(Chirabrata Sarkar)
Under Secretary to the Govt. of India
Tele: 24623157

To

All the cadre units of CSSS(through website of this Department).



अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छत्तीसगढ़)
All India Institute of Medical Sciences Raipur (Chhattisgarh)
G. E. Road, Tatibandh,
Raipur-492 099 (CG)
www.aiimsraipur.edu.in

AIIMS Raipur
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No. Admin/Admin/Rec./Deput./2018/AIIMS.RPR|57

Date: 16.04.2018

To,

The Under Secretary (CS-11)
CS Division
Department of Personnel & Training
Lok Nayak Bhawan,
New Delhi-5.

Sub: Publication of advertisement.

Sir,

All India Institute of Medical Sciences Raipur is going to fill the vacancy of Senior Administrative Officer on deputation basis at this Institute.

In this connection a detailed vacancy notice is enclosed herewith for hosting in the website of DoPT.

Your kind cooperation is solicited.

Encl.: As above.

1307323
23 APR 2018
DEPT. OF PERSONNEL & TRAINING
GOVT. OF INDIA

Yours faithfully,

दीपिका शर्मा

Deputy Director (Admin)
AIIMS Raipur (C.G.)

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26/4/18

ASOZ (M)



अखिल भारतीय आयुर्विज्ञान संस्थान(छत्तीसगढ़) रायपुर
All India Institute of Medical Sciences, Raipur (Chhattisgarh)
G. E. Road, Tatibandh,
Raipur-492 099 (CG)
www.aiimsraipur.edu.in

No. Admin/Rec./Deput./ 2018/AIIMS.RPR/3959

Dated: 28-03-2018

**Engagement of Senior Administrative Officer on Deputation Basis at
AIIMS, Raipur.**

Applications are invited in the prescribed proforma from suitable candidate for filling up following post on DEPUTATION BASIS in All India Institute of Medical Sciences, Raipur. The essential qualification experiences etc. required for applying for this post are as under:-

Sr. No.	Name of Post	Group	Pay Band/Grade Pay/Pay Scale	No. of Post(s)
1.	Senior Administrative Officer	A	PB-3 Rs.15600-39100+ GP of Rs. 6600/-	01

Note:

- * The number of posts is tentative and is liable to change based on the Institute's requirements.
- ** Maximum age limit for applying for the aforesaid posts on deputation is **56 years** as on last date of receipt of application.
- *** The period of deputation shall not ordinarily exceed **3 years**.

S. No.	Name of the Post, Pay-band & Grade Pay and Essential Eligibility Conditions.	Number of posts
1.	<p>Name of the post: Senior Administrative Officer</p> <p>Group 'A'</p> <p>Pay Band - 3 PB-3 Rs.15600-39100+GP of Rs. 6600/-</p> <p>Essential: Officers under the Central/State/U.T. Governments/Universities/ Statutory/ Autonomous Bodies or Research and Development Organizations (i) holding analogous posts on regular basis , Or (ii) with 5 years regular service in the grade pay of Rs. 5400/- in the relevant field.</p> <p>Note: The Departmental Administrative Officer with 5 years regular service in the grade pay of 5400/- will also be considered along with outsiders (deputationists). In case the Departmental Officer is selected for appointment to the post, it will be treated as having been filled by promotion</p>	01

The Officers who fulfill the above qualifications/eligibility may submit their application in the attached proforma **through proper channel** to the Sr. Administrative Officer, All India Institute of Medical Sciences, Tatibandh, Raipur- 492099, C.G. so as to reach by **08/05/2018, 5:00 PM** by **Speed Post/Registered** Post only.

The envelope containing the application(s) should be super-scribed "**Application for the Post of Senior Administrative Officer on Deputation basis.**" While forwarding their applications, it may be ensured that the particulars of the candidates are verified and that they fulfill the eligibility conditions. Duly attested photocopies of their up-to-date 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 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.6/8/2009-Estt.(Pay II) dated 17.06.2010, as amended from time to time.

Deputy Director (Admin)
AIIMS, Raipur

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Application for the post of **Senior Administrative Officer** on deputation basis at AIIMS, Raipur

1.	Name and address in BLOCK letters		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.	Educational Qualification	i)	
		ii)	
		iii)	
		iv)	
6.	Whether educational and other qualifications 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).		
	Required	Possessed by the Applicant	
Essential			
Desirable			

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16.	Contact Nos.	1) Office	
		2) Residence	
		3) Mobile	
		4) E-mail address	
17.	If selected, specify the minimum required joining time		
<i>Signature of the Candidate</i>			Candidate's Address:
Date:			
Countersigned:			
_____ [Employer/Authorized Officer]			