



भारत सरकार Government of India

स्वास्थ्य और परिवार कल्याण मंत्रालय Ministry of Health and Family Welfare

अखिल भारतीय आयुर्विज्ञान संस्थान All India Institute of Medical Sciences

www.aiismangalagiri.edu.in

मंगलगिरि, आंध्रप्रदेश Mangalagiri, Andhra Pradesh

F. No.AIIMS/ MG/Admin/Recruitment/03/2020-21/Tutor/274

Dt: 02/ 01/2021

WALK-IN INTERVIEW for Recruitment of 'Tutors/ Demonstrators'
on Contract basis on 27-01-2021

Sub: Recruitment to the post of Tutors/ Demonstrators on *Contract basis* for a period of One Year.

The All India Institute of Medical Sciences, Mangalagiri (AP), invites applications from Indian citizens for appointment to the posts of Tutors/ Demonstrators for a period of one year (extendable up to 3 years), through Walk-in Interview in the Institute as under:

Tutor/ Demonstrator - 06 POSTS

| Sl. No | Departments | Intended for | | | | | Total Vacancies |
|--------|--------------|--------------|-----|-----|----|----|-----------------|
| | | UR | EWS | OBC | SC | ST | |
| 1 | Physiology | 3 | | | 1 | | 4 |
| 2 | Pharmacology | 1 | | 1 | | | 2 |
| TOTAL | | 4 | | 1 | 1 | | 6 |

(UR - Unreserved, OBC- Other Backward Classes, SC - Scheduled Caste, ST - Scheduled Tribes) * 4% PwD on horizontal basis as per Government Rules.

Note:- Vacancies may increase or decrease at the time of selection. The numbers of vacancies indicated are provisional and are subject to change without any notice.

I. RESERVATION OF POSTS

1. The reservation for ST/SC/OBC/EWS/PwBD candidates is as per Central Govt. Rules.
2. **For OBC Candidate:** Candidates must attach certificate valid for the posts under the Central Government of India which mentions that the Candidate does not belong to Creamy Layer. Date of issue of Certificate should not be earlier than 1 year from the date of interview.
3. **For SC, ST & OBC -** Certificate should be issued by authorities prescribed by Govt. of India.
4. **Person with disability** are required to produce the physically handicapped certificate (with degree of disability) in original issued by the Competent Authority (i.e. Medical board duly constituted by the Central Govt. or State Govt.) at the time of interview. Candidates with disability of lower limbs between 50 to 70% shall be considered and in case candidates are not available of such disability in the category, then the candidates with disability of lower limbs between 40-50% can also be considered for admission.

II. ESSENTIAL QUALIFICATIONS

- a) **For Medical Candidates:** A medical qualification 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 or third schedule should also fulfill the conditions specified in section 13 (3) of the Act. Individual must have completed one year of compulsory internship.

Desirable: Candidate with MD/ Ph.D from recognized University/Institute in concerned subject will be preferred.

- b) **For Non-Medical Candidates** - Postgraduate qualification e.g. Master's degree in the discipline/allied subject.

Desirable: Candidate with Ph.D from recognized University/Institute in concerned subject will be preferred.

III. OTHER ELIGIBILITY CRITERIA

1. The date for determination of eligibility with regards to age, educational qualification and experience etc will be the date on which the candidates appear in the interview.
2. MCI/State Registration for Medical candidates is mandatory before joining, if selected.
3. The screening Committee would be screening the documents submitted by the candidates before the interview and the eligible candidates as declared by the Screening Committee would be allowed for interview
4. Mere attending the interview does not guarantee the selection.

IV. MODE OF SELECTION

1. Walk-in-Interview will be held at Conference Hall, First Floor, OPD Block, AIIMS Mangalagiri, Mangalagiri, Guntur District, Andhra Pradesh.
2. The Interview may also be taken through video conference as per the discretion of Competent Authority, AIIMS Mangalagiri only for those who are not able to attend physically and inform AIIMS Mangalagiri in advance, accordingly, by email to recruitment@aiimsmangalagiri.edu.in on or before 24-01-2021, by 05.00pm, about which further instructions, if any would be posted in the website of AIIMS Mangalagiri, in advance. Candidates are advised to visit AIIMS Mangalagiri (www.aiimsmangalagiri.edu.in) website for any updates on the recruitment & interviews.

Note: If number of applied candidates is more, a written examination based on MCQs in the subject concerned may be conducted, and interview will be followed for the eligible candidates.

V. MODE OF SUBMISSION OF APPLICATIONS

The duly filled and signed Application form (in the given format) must be submitted at the time of reporting along with Originals for documents verification and three sets of self Attested photocopies of Degrees, Certificates, Mark sheets, Age proof, Caste certificates, PwD certificate (in case applicable), experience certificate, if any etc.

Annexure-II: Proforma/ Check list for the post of Tutors is to be filled and submitted during documents verification which shall take place before the interview

However, advance copy of the application along with enclosures should be sent to the email id: recruitment@aiimsmangalagiri.edu.in, by 05.00pm of 24-01-2021.

VI. UPPER AGE LIMIT

1. **Not exceeding 35 years as on** date of the interview .
2. The age relaxation for SC/ST candidates is up to a maximum period of 5 (Five) years and for OBC candidate up to a maximum period of 3 (Three) years.
3. In case of candidates with bench mark disability (PwBD) - age relaxation is provided up to a maximum period of 10 years for General Category, 13 years for OBC category and 15 years for SC/ST category.

VII. APPLICATION FEE

1. General / EWS & OBC candidates: Rs.1,000/-
2. SC / ST candidates : Rs.500/-
3. OPH/ PWD Candidates : NIL

Application fee is to be made to AIIMS Mangalagiri through NEFT:

Name of Bank : State Bank of India, Mangalagiri

Name of Account : OPD Receipts (AIIMS, Mangalagiri)

Account Number: 38321557910

IFSC code : SBIN0001011

The NEFT details may be specified in the application form at Sl.No: 16 by the candidates.

VIII. Pay:

The candidates who have Medical Degree recognized by the Medical Council of India will be paid a consolidated pay of Rs. 90,000/- per month. For non-medical candidates, a consolidated pay of Rs. 78,500/- will be paid per month.

No increments or allowances other than consolidated pay shall be paid during the term of the contract.

IX. TERMS & CONDITIONS

1. The appointment is purely on temporary basis and initially for a period of one (01) year. This appointment will not vest any right to claim by the candidate for regular appointment or permanent absorption in the Institute or for continued contractual appointment which may be renewed or terminated as decided by the Institute.
2. The appointment will entitle the appointee to remuneration as mentioned above.
3. The contract will automatically expire on completion of 1 year (considered as 1 term), until it is renewed for another term upto a maximum of 2 terms (one year each) on the recommendation of the concerned HOD. The appointment can be terminated at any time by the Institute. The employee can also leave the Institute by giving 01 (one) month notice or salary in lieu thereof.
4. The leave entitlement of the appointee shall be governed by the Institute's leave rules as amended from time to time.
5. Director, AIIMS, Mangalagiri reserves the right to cancel the advertisement at any point of time without prior notice or fill up less number of posts as advertised depending upon the Institute's requirement.
6. If any candidate who joins the post and leaves / resigns before the completion of the tenure, he/she may do so by giving one month notice as per rules or by depositing pay and allowances with the Institute for the period of which notice falls short of one month. But a candidate can't resign / leave the post within 03 months from the date of joining.
7. The Competent Authority reserves the right to change the number of vacancies, withdraw the process in full or in part and also the right to reject any or all applications received without assigning any reasons or giving notice etc.
8. **This appointment is a full - time and private practice of any kind is prohibited.**
9. He/she will have to work in shifts and can be posted on rotation at any place as decided by the Competent Authority, including the Trauma & Emergency Medicine in the Institute/casualty/ward/OPD/camps organised by institute or Govt. or concerned department as per the need/requirement of Hospital management. He/she may also be posted as casualty medical officer on any day as per the requirement and rotation to conduct casualty admission. During the posting he/she may also be responsible to conduct medico

- legal examination and reporting also. He/she may also be posted in rural health and urban center attached with the institute for a period as decided by the institute.
10. He/she should also note that he/she will have to conform to the rules of discipline and conduct as applicable to the Institute employees.
 11. No travelling or other allowances will be paid to the candidate for joining the post.
 12. The candidate should not have been convicted by any Court of Law.
 13. Candidates working in Government/ Semi-Government., PSU should submit 'No Objection Certificate' from the employer. The in-service candidates will not be permitted for interview, if no objection certificate from employer is not produced.
 14. Candidates are advised to visit our website i.e., www.aiismangalagiri.edu.in regularly to get various updates regarding the selection process from time to time.
 15. Depending upon the requirement, the decision of authorities to increase/ decrease number of seats/ post shall be final.
 16. Canvassing in any form will render the candidate disqualified for the post.
 17. If any declaration given or information furnished by the candidate proves to be false or if the candidate is found to have willfully suppressed any material information, he/she will be liable to be removed from services and such action as the appointing authority may deem fit.
 18. The decision of the Competent Authority regarding selection of the candidate will be final and no representations will be entertained in this regard. The decision of the Selection Committee shall be final and binding.
 19. The selected candidates have to join within 21 days of issue of the Offer of Appointment
 20. Incomplete applications will be summarily rejected.

X. VENUE FOR DOCUMENTS VERIFICATION/ INTERVIEW

Conference Hall, 1st Floor, OPD Block, AIIMS Mangalagiri, Mangalagiri (AP).

XI. SCHEDULE

| Sl.No | Details | Date | Time |
|-------|--|-------------|-------------------|
| 1 | Reporting at AIIMS Mangalagiri | 27 -01-2020 | 8.30AM |
| 2 | Documents verification and Screening of Applications | | 9.00AM to 11.00AM |
| 3 | Interview | | 11.00AM onwards |

*Candidates reporting after 10.00 AM will not be allowed.

XII. DOCUMENTS TO BE PRODUCED -

The Candidate should bring the following **original documents along with the duly filled in application form (given as Annexure I)** and one set of self-attested photocopies at the time of interview at the Institute (to be arranged in the following order):

1. Identity Proof (PAN Card, Passport, Driving Licence, Voter Card, Aadhar Card etc.)
2. Address Proof (Passport, Driving License, Voter Card, Aadhar Card etc.)
3. Certificate showing Date of Birth (10th Certificate/ Birth Certificate).
4. Two recent passport size photographs.
5. Class SSC/ 10th & 12th Certificates.
6. MBBS/ M.Sc (Marksheets & Degree Certificate)
7. MD/ DNB/ Ph.D *certificates, if any*
8. Experience Certificate, if any
9. FMGE Certificate conducted by NBE (For Foreign Graduate) in case of MBBS candidates graduated from outside India.

- 10.Registration with MCI/ State Medical Council for only for medical graduates.
- 11.Reservation category Certificate (OBC*/SC/ST/PH) (*Candidate should belong to non creamy layer of Central List of OBC and required to get the latest issued certificate).
- 12.Copy of NEFT Details in original.
- 13.Candidates working in Govt. / Semi-Govt., PSU should apply through proper channel only. The in services candidates will not be permitted for Interview, without “No Objection Certificate” from the employer.
- 14.The Orthopaedic Physical Handicapped (OPH) certificate should be issued by a duly constituted Medical Board of the State or Central Government Hospitals/ Instructions.
- 15.All candidates, who want to avail benefit of reservation/ age relaxation / exemption of fee, should enclose a copy of certificate issued by competent authority in support of their claim for reservation- exemption of fee and relaxation of age.

XIII. For any queries or clarification please send an email to recruitment.helpdesk@aiimsmangalagiri.edu.in.

XIV. All disputes will be subject to jurisdiction of Hon'ble High Court of Andhra Pradesh, Amaravati.

Deputy Director (Admin)
AIIMS Mangalagiri

Application Form for the post of Tutors on Contract basis in AIIMS, Mangalagiri for a period of one year, may be extendable upto 3 years with Gross Emoluments of Rs. 90,000/- for medical candidates and Rs. 78,500/- for non-medical candidates

APPLICATION FORM

Affix Passport
Size self attested
color
Photograph here

Personal Details (in Block Letters)

| | | | | | | | | | | |
|--------------|--|--|--|--|--|--|--|--|--|--|
| 1. Full Name | | | | | | | | | | |
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|-----------------------------|--|--|--|--|--|--|--|--|--|--|
| 2. Father's /Husband's Name | | | | | | | | | | |
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|-------------------------------|--|--|--|--|--|--|--|--|--|--|
| 3. Address for Correspondence | | | | | | | | | | |
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| 4. Permanent Address | | | | | | | | | | |
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| 5. E-mail Id (In capital letters) | | | | | | | | | | |
| 6. Phone/Cell No.1 | | | | | | | | | | |
| Phone/Cell No.2 | | | | | | | | | | |
| Land Line No. | | | | | | | | | | |
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|--|---|----|---|---|-----|---|---|----|--|----|--|
| 7. Date of Birth (Please attach document for evidence) | D | D | M | M | Y | Y | Y | Y | 8. Nationality | | |
| | | | | | | | | | 9. Name of the State to which you belong | | |
| 10. Gender (Male / Female) | | | | | | | | | | | |
| 11. Category(√) | | UR | | | OBC | | | SC | | ST | |
| | | | | | | | | | | | |

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|--|--|
| 12. If Physically Challenged (OPH Category) Percentage Disability | |
|--|--|

| 13. Details of Educational Qualifications | | | |
|--|---|------------------------|-----------------------|
| Examination Passed | University/Board/Institution/Council of examination | Month, Year of Passing | No. of Extra Attempts |
| Secondary (10 th) | | | |
| Senior Secondary(12 th) | | | |
| MBBS | | | |
| Others (.....) | | | |
| Others (.....) | | | |
| Others (.....) | | | |

Details of work experience:

| 14. Name of the Organisation | Period of Service | | | | | | | | | | | | Designation | Nature of Duties performed | Total Monthly Emoluments | Reason for leaving Services | |
|------------------------------|-------------------|---|---|---|---|---|----|---|---|---|---|---|-------------|----------------------------|--------------------------|-----------------------------|--|
| | FROM | | | | | | TO | | | | | | | | | | |
| | D | D | M | M | Y | Y | D | D | M | M | Y | Y | | | | | |
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- 15. Please bring originals and 03 sets of attested photocopies of related documents at the time of interview.
- 16. Details of Application Fee: NEFT UTR No. _____ Date _____ Amount Rs. _____.

DECLARATION

I hereby declare that entries made in this form as above are true and correct to the best of my knowledge and belief. In the event of any information being found false/incorrect my candidature/ services are liable to be terminated without any notice.

I Dr..... S/o/ D/o do hereby declare and affirm that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and nothing has been concealed thereon. In the event of any information being found false or incorrect or ineligibility detected at any point of time, my candidature shall be liable to be rejected without any notice. I further declare that I fulfill all the conditions of eligibility regarding age limit, educational qualification and experience etc. prescribed for the post. . I _____ agree to abide by the terms and conditions of contractual appointment.

I am not employed in any other Government Institution/ Autonomous body. OR I am employed with Government Institution/Autonomous body and if selected, I shall join duty only after acceptance of my resignation from my current employer.

Signature of the Candidate

Place:
Date:

Annexure-II

All India Institute of Medical Sciences, Mangalagiri, (Andhra Pradesh)

Proforma/Check list for the Post of Tutors to be filled and submitted during Document verification

Name of the Candidate: _____

Father's Name: _____ Mobile Number: +91 _____ Name of the

Department _____ Date of Birth: _____ Age: _____ Category of the candidate: _____

Qualifications

| S.No | Course/ Qualification | Name of College/Institute(with year of Passing) | Total extra attempts | Total Marks | Marks obtained | Percentage of marks |
|------|------------------------------|---|----------------------|-------------|----------------|---------------------|
| 1 | MBBS | | | | | |
| 2 | MD/MS/DNB/Dip/ M.Sc | | | | | |
| 3 | Extra qualifications, if any | | | | | |

Total Experience: _____ Years _____ Months

Research Publications (in Nos.), if any: Indexed National Journal _____ Indexed International Journal _____

List of best 3 publications in the last 3 years, if any , in Vancouver style

Declaration

I hereby declare that the entries made in this form as above are true and correct to the best of my knowledge and belief. In case of any Information being found false/incorrect my candidature/services are liable to be terminated without any notice.

Signature of the candidate with date

(For office use only)

Documents to be Attached in serial order to submit during document verification (3 sets of Photocopies):

| Sl.No | Documents | Yes/ No |
|-------|---|---------|
| 1 | Original Application Form filled by the candidate as per the Advertisement (Annexure 1) | Yes/No |
| 2 | Filled in Proforma/Checklist for the Tutors in the given format | Yes/No |
| 3 | Identity Proof (Preferably Aadhar Card) | Yes/No |
| 4 | Certificate showing Date of Birth. (10 th Certificate/ Birth Certificate). | Yes/No |
| 5 | MBBS Marks sheets & Certificates. | Yes/No |
| 6 | MD/MS/DNB/DM/M.Ch. Marks sheets & Certificates | Yes/No |
| 7 | Attempt Certificate (For MBBS and Post Graduation) | Yes/No |
| 8 | FMGE Certificate conducted by NBE (For Foreign Graduate) | Yes/No |
| 9 | Registration with Medical Council of India/ State Medical Council/ Dental Council of India or State | Yes/No |
| 10 | No Objection Certificate in case of Govt. / Semi-Govt., PSU Employee | Yes/No |
| 11 | Experience Certificate. | Yes/No |
| 12 | Reservation category Certificate (OBC/SC/ST/PH) | Yes/No |
| 13 | Publications | Yes/No |
| 14 | Any other relevant documents. | Yes/No |

Final Remarks:

Verified by Name with Signature