



अखिल भारतीय आयुर्विज्ञान संस्थान, बिलासपुर
हिमाचल प्रदेश -१७४०३७

All India Institute of Medical Sciences, Bilaspur
Himachal Pradesh-174037

<https://aiimsbilaspur.edu.in>

E-mail: - helpdesk.rec@aiimsbilaspur.edu.in



No. AIIMS-BLS(B-I)(2)(5)(Vol-III)/21-4263

16th, November, 2023

Advertisement Notice

AIIMS Bilaspur is an apex health care Institute, established by the Ministry of Health and Family Welfare, Government of India under the “Pradhan Mantri Swasthya Suraksha Yojna (PMSSY)” with the aim of correcting regional imbalances in quality tertiary level health care in the country and attaining self-sufficiency in graduate and postgraduate medical education and training.

The Executive Director, AIIMS, Bilaspur invites applications from Indian nationals/ persons registered as Overseas Citizen of India (OCI) cardholders under Section 7(A) of the Citizenship Act, 1955 for the following posts on **Direct Recruitment/Deputation/Contract basis**.

Vacancy Matrix

A. Assistant Professor (faculty Code-001)

Sr. No.	Specialty	Total	UR	EWS*	SC	ST	OBC
1.	Dentistry	2	-	1	-	-	1

- The detailed advertisement is available on the website of Institute and aspiring candidates may visit the website i.e. <https://www.aiimsbilaspur.edu.in>.
- Further updates with regard to this recruitment process will be made available on the website only.
- The closing date of submission of online Google form is **07.12.2023 up to 05:00 P.M.** & the hard copy of the application form must reach on or before **10.12.2023**.
- For any query, please E-mail Helpline Desks: helpdesk.rec@aiimsbilaspur.edu.in
- (Abbreviations Used: - UR=Unreserved, SC-Scheduled Caste, ST-Scheduled Tribe, EWS-Economically Weaker Section, OBC-Other Backward Class.) *=In case of non-availability of EWS candidates, posts may be filled as UR.

1. Essential Qualification & Experience: -

- As per “Annexure-A”
- The candidate must be registered with the Dental Medical Council.
- The candidates applying for the post(s) in response to this advertisement should satisfy themselves regarding their eligibility for the aforementioned posts(s) and must fulfill all the eligibility criteria on or before 07.12.2023. failing which, the application will be rejected. The crucial date for age limit and experience etc. will be the last date of receipt of online applications i.e., 07.12.2023.

2. Pay Scales

(For Regular Appointments/Deputation)

	Assistant Professor	Entry Level Pay Matrix 12 (Basic 1,01,500-1,67,400) as per 7 th CPC and all usual allowances (Plus NPA for candidates possessing medical qualification)
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3. Upper Age Limit

The prescribed upper age limits for various posts as on closing date of submission of online application form are as follows: -

S.No.	Name of the Post	Upper Age Limit (without any relaxation)
(b)	Assistant Professor	Not exceeding 50 (Fifty) years.

Note 1: - The age relaxation will be allowed to the candidates as below: -

Sr. No.	Category	Permissible age relaxation
1.	EWS	No age relaxation
2.	SC/ST	05 Years
3.	OBC	03 Years
4.	Central Government Servant fulfilling conditions as prescribed in O.M. No. 15012/2/2010 – Estt. (D) dated 27 th March 2012 issued by DOPT Govt. of India.	05 Years
5.	PWD	Age relaxation will be extended as per the DOPT guidelines.
6.	Ex-serviceman	As per DoPT guidelines

Note 2:- No age relaxation would be available to SC/ST/OBC candidates applying for unreserved vacancies.

4. Reservation

a) For persons with disabilities category (PwBD)

(i) As per Government Rule.

b) For OBC Candidates

- (i) Candidates applying under OBC category must produce the valid caste certificate in the format prescribed by the DoPT vide O.M. No. 36036/2/2013-Estt(Res.) dated 30.05.2014 and further clarification issued by DoPT vide O.M. No. 36036/2/2013-Estt (Res-I) dated 31.03.2016.
- (ii) OBC candidate's eligibility will be based on the caste(s) borne in the Central List of Government of India.
- (iii) The vacancies are being advertised in financial year 2023-24, therefore NCL-OBC certificate issued during the period from 01-04-2023 to 31-03-2024 will be considered valid. Candidates who have NCL-OBC certificate issued before or after this period (i.e. 01-04-2023 to 31-03-2024) will not be considered valid for this advertisement.
- (iv) OBC candidate(s) should not belong to creamy layer and their sub-caste should match with the entry in Central List of OBC failing which their candidature will not be considered for OBC post. They will however be treated as UR candidate (If UR posts advertised).

c) For EWS Candidates

- (i) The vacancies advertised under EWS category are as per the instructions issued by DoPT, Ministry of Personnel, Public Grievances and Pensions, Govt. of India, vide O.M. No. 36039/1/2019-Estt. (Res) dated 31-01-2019. Applications under EWS category will be considered subject to submission to income and assets certificate in the prescribed format issued by the competent authority and subject to verification of veracity of the certificate by the issuing authority.
- (ii) Candidate, who fails to produce valid EWS certificate will not be considered for reservation under this category. They will however, be considered as UR candidate. As per DoPT O.M. No. 36039/1/2019-Estt. (Res) dated 31-01-2019, the crucial date for submitting income and asset certificate by the candidates is the closing date for receipt of applications (Online) for the posts. Therefore, EWS candidate must ensure that they have a valid EWS certificate on or before the last date of submission of application. The issue date of the EWS certificate must be between 01-04-2023 and 31-03-2024.

d) For SC/ST Candidates: - Reservation is applicable as per GOI instructions.

5. Application Procedure: -

A. Step-1 (Application Fees)

Non-refundable application fee is required to be paid by the candidates by way of online NEFT mode in favour of the Executive Director, AIIMS-Bilaspur. Applications without submission of application fees will not be considered and summarily rejected. The application fee applicable to various categories is as follows: -

- Persons with Benchmark Disabilities (PwBD): Exempted from payment of fee.
- SC/ST category: Rs. 1000 + 180 (GST 18%) =1180/-
- For other categories: Rs. 2000 + 360 (GST 18%) = 2360/-
- Application fees **to be paid through NEFT** in the bank account given below. The Application fee is **non-refundable**. After depositing the fee through any online mode in the below-mentioned account, the candidate has to upload the proof in support and will have to produce the same at the time of the interview.

Name of Bank	State Bank of India, Bilaspur
Name of Account Holder	Miscellaneous Accounts, All India Institute of Medical Sciences, Bilaspur
Bank Account Number	41512727609
IFS Code	SBIN0063972

Note: -

1. Candidates should ensure that the application fee is paid in the form of online NEFT mode. **No other mode of payment will be accepted.**
2. The candidates should ensure that closing date for the online submission of application form is 07.12.2023 and submit the **OFFLINE** application (Hard copy) before the i.e. **10.12.2023**.

B. Step-2. (Application Form)

1. Please download the **Soft Copy of application form (Appendix-I)** by clicking the link: https://drive.google.com/file/d/1x2wcy9ttleX_C_c0xzHp0wNHama6I2Rr/view?usp=sharing
2. The candidates have to download the career graph form (**Appendix-II**), which is to be filled in MS Word format as per the proforma given along with this link, using Times New Roman Font, Size-12 in the prescribed format. **Create a PDF** file using Microsoft Office. (Not a printout scanned PDF). The link for **Appendix-II** is <https://docs.google.com/document/d/1kr3XwcdgHOS4fHU8ix4oMV9dXwDpEQDU/edit?usp=sharing&oid=117800996523858916659&rtpof=true&sd=true>
3. **Rename** the file as (Ex: - If Your Name is Rakesh Kumar and you are applying for the post of Assistant Professor in the Department of Anatomy then the file name will be as- **Rakesh Kumar Assistant Professor Anatomy.pdf**)

C. Step-3 (Online Application form and filling instructions)

1. The aspiring applicants satisfying the eligibility criteria in all respects can apply by clicking the link: <https://forms.gle/MuG6U5p6ELnTLhqB8>
2. The link can also be copied and pasted on the address bar of any web browser for submission of the application. Candidate has to fill out Google Form, and need to submit their scanned copy of application forms in the prescribed format along with necessary documents and transaction details **only through the above link provided.**
3. Failure to submit of online application google form will not be considered for evaluation and is liable to be rejected without any notice or intimation.
4. **Photo & Signature:** - The candidate must ensure that their photo and signature are clearly visible. If the photo/signature image is displayed as small or not visible, that means the photo/signature is not as prescribed and, in that case, their application will be rejected. **Accordingly, candidates are advised to be very careful while uploading their photo and signature.**

D. Step-4 (Offline Application form)

The candidate(s) who submit(s) their online application must also submit self-attested copies of all relevant certificates regarding Age, Qualification, Experience including Proof of Payment, Caste certificate in prescribed Proforma, EWS/PwBD Certificate, NOC, other relevant testimonials along-with a printout of the application (**Appendix-I**), with covering letter immediately so as the same reaches to the following address on or before **10.12.2023 by 5.00 P.M.** positively.

Administrative Officer, (Recruitment Cell)
Administrative Block, 3rd Floor
All India Institute of Medical Sciences
Kothipura, Bilaspur
Himachal Pradesh-174037

The envelope containing the application(s) should be super-scribed as “**Application for the post of....., Department offor AIIMS, Bilaspur (H.P.)**”

Failure to submit hard copy by due date will lead to cancellation of candidature.

6. **Important Instructions: -**

1. Candidates are required to have a valid personal e-mail ID/ Mobile Number which should be kept active during the recruitment process. The candidates should ensure that the E-mail ID is not shared or mentioned to any other person. It is requested not to use any other person's e-mail ID.
2. Applicants already employed in Central/State Govt./Autonomous Institutions/ Statutory organization/ PSUs under Central/State govt. should route their applications through proper channel. While forwarding the application through proper channel, a certificate to the effect that Central Govt./State Govt./ Union Territory or the present department/organizations has '**No Objection**' in case officer applies and secures selection. In case of selection, officer concerned will be relieved to join AIIMS Bilaspur.
3. Applicants who are working as above at Sr. No. 02 may, however, submit an **advance copy of application form** in order to avoid any delay. But interview letters will only be issued to the eligible candidates upon receipt of application forwarded through proper channel.
4. The application received through Courier/Ordinary Postal Dak etc. are not acceptable. The applications received after the due date will not be accepted. The AIIMS-Bilaspur will not be responsible for any postal delays.
5. Incomplete online applications in any respect or received after due date i.e. **07.12.2023 till 05:00 P.M.** or without prescribed application fee will be summarily rejected and no correspondence in this regard will be entertained.
6. Decision of the AIIMS, Bilaspur in all matters regarding eligibility/ selection would be final and binding on all candidates. No correspondence whatsoever would be entertained by the AIIMS, Bilaspur in this regard.
7. In case any information given or declaration made by the candidate is found to be false or the candidate has willfully suppressed any material information relevant to his/her appointment he/she will be liable to be removed from services and further action may be taken as deemed fit, by the appointing authority.

7. **Selection Procedure**

1. The applications of the candidates which will be received within prescribed date and time and who submit the requisite fee will be scrutinized by the scrutiny committee of the Institute and only the eligible candidates will be called for personal interview before the Standing Selection Committee of the Institute. In case, the numbers of applicants are large, the selection committee of the Institute may devise criteria for short-listing of the candidates which may include holding of written examination.
2. Only the eligible candidates/ shortlisted candidates will be called for interview. However, the same would be provisional subject to fulfillment of all requirements failing which he/she will not be allowed to appear for interview.
3. Interview letters will be sent by post/ through email ID and the complete interview schedule will also be made available on website also.
4. The candidates called for interview would be required to make a presentation on his/her work/achievements before the selection committee for a duration not exceeding 05 minutes. The presentation should be prepared in the **MICROSOFT POWER POINT** only and should contain information as per proforma given along with the application form. Therefore candidates are requested to submit the same in a CD/Pen Drive along with his/her application form. He /She will be required to submit it again in case of any updation in the information already supplied in CD/Pen Drive furnished along with the application form. However, this has to be done at least a day before the interview in the Recruitment Cell, AIIMS, Bilaspur. No other option like e-mail etc. will be accepted.
5. ***The interview with the Selection Committee is mandatory for which the candidate has to appear personally and physically. No request for online interview i.e. through electronic***

media viz. Skype/Viber etc. will be accepted and no correspondence in this regard will be entertained.

6. The decision of the competent authority regarding selection of candidates will be final and no representation will be entertained in this regard.
7. The date and time for interview will be intimated to the eligible/shortlisted candidates only and the same will also be published on the AIIMS' website (<https://www.aiimsbilaspur.edu.in>). The information regarding eligibility/short listing of candidates will be published in AIIMS' website only.
8. The selected candidates will be issued appointment letters. The appointment of selected candidates is subject to his/her being declared medically fit by the competent authority.

8. Rolling advertisement concept

1. This is a '**rolling advertisement**' and will be used to fill the unfilled-posts by issuing subsequent notifications on the website-www.aiimsbilaspur.edu.in for at least one-year and till the Notice of closure, without the need to re-publish on the website. Hence, candidates who might not be fulfilling eligibility criteria as on the crucial date, but might be fulfilling the criteria in the period of next one year, may keep looking for employment opportunity vide notification on the website. This will be applicable only if the posts remain unfulfilled and competent authority decides to publish vacancy notification, at his sole discretion.
2. This is a rolling advertisement and will remain active for one year or till withdrawal. Dates for the receipt of applications will be notified on the website of Institute i.e. www.aiimsbilaspur.edu.in . To start with first round of recruitment, **07.12.2023** is the last date for the receipt of applications. Thereafter, first round of selection will be completed and posts remaining vacant will be again notified with subsequent dates for the receipt of applications. The eligibility criteria w.r.t. qualification, experience, age etc. will be adjudged strictly with reference to the notified date.

9. General Instruction

1. Candidates are advised in their own interest to apply much before the closing date and should not wait till the last date.
2. The Executive Director reserves the right to add or drop any posts in any department as per functional requirement at any stage of the recruitment process and no correspondence in this regard shall be entertained.
3. The post(s) is/are whole time and private practice of any kind is prohibited.
4. The selected candidates will be governed by the New Pension Scheme as per the provision contained in the Ministry of Finance, Department of Economic Affairs (ECB & PR Division) Notification No.5/7/2003-ECB&PR dated 22.12.2003.
5. All the original certificates/documents will be verified at the time of interview. The short- listed candidate(s) must bring all original certificates viz. (i) 10th class, (ii) essential qualifications and experience(s) (iii) No Objection Certificate etc. (if in regular employment in any Govt. /Semi Govt./Government Enterprises/Government funded autonomous Institutions) along with a set of self attested photocopy of the said document(s)/certificate(s).
6. The period of experience wherever prescribed shall be counted after obtaining the prescribed qualification.
7. The candidates who are working in Govt. /Semi Govt./Autonomous Body etc. must obtain the "**No Objection Certificate**" from their present employers.
8. The candidates must ensure that they fulfill eligibility criteria and that the particulars furnished by them in the application are correct in all respects. If at any stage it is found that the candidate has furnished any incorrect information or has suppressed material fact(s), his/her candidature will stand cancelled. If any of these shortcoming(s) is/are detected even after the appointment, his/her services

will be summarily terminated.

9. The candidates are advised to visit AIIMS Bilaspur' website regularly for further Instruction, if any.
10. No age relaxation would be given to SC/ST/OBC candidates who apply under UR Category.
11. Category once applied will not be allowed to be changed at the later stage and no communication in this regard will be entertained.
12. The Executive Director, AIIMS Bilaspur would be the final authority to take any decision in this regard.
13. The courts of Himachal Pradesh only shall have the exclusive jurisdiction to try any dispute with regard to this recruitment.

Sd/-
Executive Director,
AIIMS-Bilaspur H.P.

Annexure-A

Sr. No.	Department	Assistant Professor	Associate Professor	Additional Professor	Professor
1	Dentistry	<p>Essential:</p> <p>A Postgraduate qualification i.e MDS in the concerned Dental specialty of an Indian University/Institute recognized by Dental Council of India or recognized qualification equivalent thereto for a teaching post.</p> <p>Experience:</p> <p>3 Years teaching and research experience in the specialty concerned after obtaining the qualifying degree i.e MDS in that Specialty.</p>	-	-	-

Sd/-
Executive Director
AIIMS Bilaspur (H.P.)