



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
ANSARI NAGAR, NEW DELHI-110029

Applications are invited in the prescribed form through online mode for filling of following Group 'A' (Non-Faculty), Group "B" & Group "C" posts at the AIIMS, New Delhi as under:-
(for detailed information, applicants are advised to visit www.aiims.edu and read the instruction carefully before filling the form)

S. No.	Name of the Post, Pay Band & Grade Pay and Essential eligibility criteria	Group	Age Limit for Direct Recruits	Number of vacancies (s)* and reservation	Process of Selection
1.	Veterinary Officer Level 10 in the Pay matrix (Pre Revised PB-3 Rs.15600-39100 + Rs.5400 Grade Pay) Essential: (i) Degree in Veterinary Science from a recognized University or Equivalent. (ii) 2 years of Practical experience in the scientific breeding and maintenance and care of laboratory animals. Desirable: A Post-graduate Degree or Diploma in genetics from a recognised University institute or equivalent.	A	Upto 35 years	01 (UR) Orthopedically Disabilities (OL)	Interview and/or Written test
2.	Scientist- I (Pharmacology) Level 10 in the Pay matrix (Pre Revised PB-3 Rs.15600-39100 + Rs.5400 Grade Pay) Essential: (i) M.Sc Ist Class in Pharmacology/Toxicology/Molecular Biology/Biotechnology/Biochemistry/Analytical Chemistry/M.Pharm. (Pharmacology)	A	45years	01 (UR) for person with Orthopedically Disabilities	Interview and/or Written test
3.	Store Keeper (General) Level 6 in the Pay matrix (Pre Revised PB-2 Rs.9300-34800 + Rs.4200 Grade Pay) A) Essential: Master's Degree in Economics/Commerce/Statistics Desirable: Experience in handling stores and keeping accounts in a store or a concern of repute in public or private sector. OR Essential: B) Bachelor's Degree in Economics/Commerce/ Statistics ii) Post-Graduate Degree/ Diploma in Material Management of a recognised University/Institution or equivalent. Desirable: Experience in handling stores and keeping accounts in a store, preferably medical, or a concern of repute in public or private sector. OR C) (i) Degree of a recognized University or equivalent; (ii) Post-graduate Degree/Diploma in Material Management of a recognised University/Institution; OR (iii) Three years' experience in handling, preferably, medical stores, in Govt., public or private sector.	B	Between 18 and 25 years	07 (UR-04, SC-02 ST-01) including 01 post for PH(OH(OA,OL))	Written Test only
4.	Vocational Counsellor Level 7 in the Pay matrix (Pre Revised PB-2 Rs.9300-34800 + Rs.4600 Grade Pay) Essential: 1. Master's degree in Psychology or Education from a recognised University or its equivalent qualifications. 2. Postgraduate degree/diploma in Vocational guidance and training from a recognised Institution. 3. Five years teaching experience in the field of rehabilitation of the Orthopaedically handicapped in a recognised Institution. Desirable: Experience of research in the field of Vocational guidance for at least one year.	B	Between 18 and 30 years	03-UR including 01 for PH(OL, OA, BL, BLV]	Written Test only

5.	Library Attendant Gd. II Level 3 in the Pay matrix (Pre Revised PB-2 Rs.5200-20200) + Rs.2000 Grade Pay) <u>Essential:</u> (i) Matriculation or equivalent (ii) Experience of having worked in a Library for at least 2 years OR Certificate in Library Science/Librarianship from a recognized Institution. <u>Desirable:</u> Knowledge of typing.	C	Between 18 and 30 years	01 OBC for PH(OA, OL, OAL, BLV & HH)	Written Test only
6.	Draftsman Grade-III Level 4 in the Pay matrix (Pre Revised PB-2 Rs.5200-20200) + Rs.2400 Grade Pay) <u>Essential:</u> (i) Matriculation or equivalent from a recognised Board/University; and (ii) 2 years' Diploma/Certificate in Civil Draughtsmanship from ITI or equivalent from a recognised Institute. <u>Desirable:</u> One year experience in the line.	C	Between 18 and 30 years	02-UR including 01 post for PH(HH)	Written Test only

**The number of posts is tentative and may change based on the Institute's requirements.*

GENERAL CONDITIONS

- The posts carry usual allowance as admissible to Central Government Servant of similar status stationed at Delhi/New Delhi.
- The aspiring applicants satisfying the eligibility criteria in all respect can submit their application only through **ON-LINE** mode. The On-line registration of applications is made available on AIIMS web site www.aiimsexams.org from **22nd September, 2017 to 20th October, 2017 upto 5:00 P.M.** No documents including the Registration Slip of on-line application form is required to be sent, **however, all the applicants are advised to keep a copy of registration slip with them, alongwith proof of payment for their record.**
- The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the post applied for. They must be fulfilling all the eligibility criteria as on the closing date of applications, failing which their application will be rejected.
- The On-line Registration will be closed by **05:00 PM on 20th October, 2017**. The candidature of such applicants who fails to complete the online registration by the stipulated date and time will not be considered and no correspondence in this regard will be entertained.
- In case a candidate wishes to apply for more than one post, he/she is required to fill in the form separately through online mode only.
- The candidate must ensure that their photo, signature and thumb impression should be clearly visible in preview at the time of filling of application in online mode.** If photo/signature/thumb impression image is displayed small or not visible in preview on website, that means photo/signature/thumb impression is not as per the AIIMS prescribed format and in that case, your application will be rejected. So, be careful while uploading your photo, signature and thumb impression. These must be visible clearly on Registration Slip.
- APPLICATION FEES:**
 - General/OBC Candidates - Rs.500/- (Rupees Five Hundred only)
 SC/ST Candidates - Rs.100/- (Rupees One Hundred only)
 Persons with Disabilities - Exempted
 - The candidate can pay the prescribed application fee through DEBIT CARD/CREDIT CARD/ NETBANKING. Transaction / Processing fee, if any, as applicable, will be payable to the bank by the candidate.
 - Application fee once remitted shall not be refunded under any circumstances.**
 - Applications without the prescribed fee would not be considered and summarily rejected.
- AGE RELAXATION:**
 - Upper age limit shall be determined as on last date of receipt of applications.
 - No age relaxation would be available to SC/ST/OBC candidates applying for unreserved vacancies.
 - For Scientist-I post, two or more age relaxation will not be permissible.
 - Age relaxation permissible to various categories is as under:-

S.No.	Category	Age Relaxation permissible beyond the Upper age limit.
1.	SC/ST	5 years
2.	OBC	3 years

3.	PH	10 years for Posts at sl. No.1,3,4,5 & 6. Five years For Scientist-I post
4.	PH + OBC	13 years
5.	PH + SC/ST	15 years
6.	Ex-Servicemen and Commissioned Officers including ECOs/SSCOs – for Group A & B posts	<p>(a) Five years subject to the condition that on the closing date for receipt of applications the continuous service rendered in the Armed Forces by an Ex-Serviceman is not less than six months after attestation. This relaxation is also available to ECOs/SSCOs who have completed their initial period of assignment of five years of Military Service and whose assignment has been extended beyond five years as on closing date and in whose case the Ministry of Defence issues certificates that they will be released within 3 months on selection from the date of receipt of offer of appointment. Candidates claiming age relaxation under this para would be required to produce a certificate in the prescribed proforma to the Commission.</p> <p>NOTE: Ex Servicemen who have already secured regular employment under the Central Govt. in a Civil Post are permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the Central Govt. However, such candidates will not be eligible for the benefit of reservation, if any for Ex-Servicemen in Central Govt. jobs.</p> <p>(b) In order to qualify for the concession under (a) above, candidates concerned would be required to produce a certificate that they have been released from the Defence Forces. The certificate for Ex-Servicemen and Commissioned Officers including ECOs/SSCOs should be signed by the appropriate authorities specified below and should also specify the period of service in the Defence Forces:-</p> <p>(i) In case of Commissioned Officers including ECOs/SSCOs: Army: Directorate of Personnel Services, Army Headquarters, New Delhi. Navy: Directorate of Personnel Services Naval Headquarters, New Delhi. Air Force: Directorate of Personnel Services, Air Headquarters, New Delhi.</p> <p>(ii) In case of JCOs/ORs and equivalent of the Navy and Air Forces: Army: By various Regimental Record Offices. Navy: Naval Records, Bombay Air Force: Air Force Records, New Delhi.</p>
7.	Ex-Servicemen – for Group C posts	
	1) Ex-Servicemen(Unreserved/ General)	03 years after deduction of the military service rendered from the actual age as on the Closing date for receipt of application
	2) Ex-Servicemen (OBC)	06 years (3 years + 3 years) after deduction of the military service rendered from the actual age as on the Closing date for receipt of application
	3) Ex-Servicemen (SC & ST)	08years (3 years + 5 years) after deduction of the military service rendered from the actual age as on the Closing date for receipt of application
8.	Central Govt. Civilian Employees – for Group A & B posts	
	1) Central Govt. Civilian Employees (General/Unreserved who have rendered not less than 3 years regular and continuous service in the same line or allied cadres.	5 years
	2) Central Govt. Civilian Employees (OBC)) who have rendered not less than 3 years regular and continuous service in the same line or allied cadres.	8 (5 +3) years
	3) Central Govt. Civilian Employees (SC/ST) who have rendered not less than 3 years regular and continuous service in the same line or allied cadres.	10 (5+5) years
9.	Central Govt. Civilian Employees – for Group C posts	
	1) Central Govt. Civilian Employees (General/Unreserved) who have rendered not less than 3 years regular and continuous service	Upto 40 years of age

	2) Central Govt. Civilian Employees (OBC)) who have rendered not less than 3 years regular and continuous service.	Upto 43 years of age
	3) Central Govt. Civilian Employees (SC/ST) who have rendered not less than 3 years regular and continuous service.	Upto 45 years of age
For Group C posts		
10.	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir (Unreserved/General)	5 years
11.	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir(OBC)	8 years
12.	Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir(SC/ST)	10 years
13.	Widows/Divorced Women/Women judicially separated and who are not remarried (Unreserved/General)	Upto 35 years of age
14.	Widows/Divorced Women/Women judicially separated and who are not remarried (OBC)	Upto 38 years of age
15.	Widows/Divorced Women/Women judicially separated and who are not remarried (SC/ST)	Upto 40 years of age
16.	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof. (Unreserved/General)	5 years
17.	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof.(OBC)	8 (5+3) years
18.	Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof (SC/ST)	10 (5+5)years
19.	Service Clerks in the last year of their colour service in the Armed Forces (Unreserved/ General)	Upto 45 years of age
20.	Service Clerks in the last year of their colour service in the Armed Forces (OBC)	Upto 48 years of age
21.	Service Clerks in the last year of their colour service in the Armed Forces (SC/ST)	Upto 50 years of age

NOTE-I: Ex-servicemen who have already secured employment in civil side under Central Government on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are **NOT** eligible for claiming benefits of reservation under EXS category. However, they are eligible for age relaxation as per rules.

NOTE-II: The period of "Call up Service" of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces for purpose of age relaxation, as per rules.

NOTE-III: For any serviceman of the three Armed Forces of the Union to be treated as Ex-Serviceman for the purpose of securing the benefits of reservation, he must have already acquired, at the relevant time of submitting his application for the Post / Service, the status of ex-serviceman and /or is in a position to establish his acquired entitlement by documentary evidence from the competent authority that he would complete specified term of engagement from the Armed Forces within the stipulated period of one year from the CLOSING DATE FOR RECEIPT OF APPLICATION or otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.

EXPLANATION : An 'ex-serviceman' means a person –

- (i) who 'has served in any rank whether as a combatant or noncombatant in the Regular Army, Navy and Air Force of the India Union, and
 - (a) who either has been retired or relieved or discharged from such service whether at his own request or being relieved by the employer after earning his or her pension; or
 - (b) who has been relieved from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
 - (c) who has been released from such service as a result of reduction in establishment; or

- (ii) who has been released from such service after completing the specific period of engagement, otherwise than at his own request, or by way of dismissal, or discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army, namely, pension holders for continuous embodied service or broken spells of qualifying service; or
- (i) personnel of the Army Postal Service who are part of Regular Army and retired from the Army Postal Service without reversion to their parent service with pension, or are released from the Army Postal service on medical grounds attributable to or aggravated by military service or circumstance beyond their control and awarded medical or other disability pension; or
- (ii) Personnel, who were on deputation in Army Postal Service for more than six months prior to the 14th April, 1988; or
- (iii) Gallantry award winners of the Armed forces including personnel of Territorial Army; or
- (iv) Ex-recruits boarded out or relieved on medical ground and granted medical disability pension.

NOTE-IV: AGE CONCESSION IS NOT ADMISSIBLE TO SONS, DAUGHTERS AND DEPENDENTS OF EX-SERVICEMEN.

NOTE-V: A Matriculate Ex-Serviceman (includes an Ex-Serviceman, who has obtained the Indian Army Special Certificate of education or corresponding certificate in the Navy or the Air Force), who has put in not less than 15 years of service as on 24.05.2015 with Armed Forces of the Union shall be considered eligible for appointment to the Group "C" posts being advertised through this examination. Thus, those Non-Graduate Ex-Servicemen who have not completed 15 years of service as on the closing date for receipt of application or would not complete 15 years of service within the time limit specified in Note-III are not eligible to apply for this examination.

- 4) **AIIMS regular employees – Relaxable up to 40 years for posts at Sr. no 1,3,5 & 6.** Age relaxation on these posts will be granted only to regular/project employees with 3 years of continuous service of AIIMS. The term AIIMS Employee does not include Ad-hoc, Daily Wages, Temporary Status, Contractual Employees, Outsourced Employees or Part Time Employees.
9. i) Candidates applying under any of the reserved category viz. SC/ST/OBC will be considered subject to submission of Caste certificate on a prescribed format issued by the competent authority at the time of verification of documents. Community should be clearly mentioned in the certificate.

ii) **OBC candidate's eligibility will be based on Castes borne in the Central List of Govt. of India.** OBC candidates should not belong to Creamy Layer. Their Sub-caste should match with the entries in Central List of OBC, failing which their candidature will not be considered under any of the applied reserved category and will be treated as UR.

iii) Physical Disability Certificate should be issued from a duly constituted and authorized Medical Board.

10. Process of selection

S. No.	Name of the post	Method of selection
1.	For the posts of SL. No. 1 & 2	Interview and/or Written test, depends on number of candidates
2.	For the posts of SL. No. 3 to 6	Written test only

11. Date of Written Test of the posts at Sl.No.3 to 6.

S. No.	Name of the post	Date of written test
1.	Vocational Counsellor(Sl.No.4) & Library Attendant Gd.II(Sl.NO.5)	10 th December, 2017(Sunday) in Delhi/NCR
2.	Store Keeper (Sl.No.3) & Drafts Man Gd.III(Sl.NO.6)	16 th December, 2017(Saturday) in Delhi/NCR.

12. ADMIT CARD

Candidates are advised to download their Admit Card from AIIMS web site www.aiimsexams.org as no admit card will be sent by post.

13. The candidates are advised to bring Admit Card downloaded from AIIMS website at the time of Written Test(for Posts at Sl.NO.3 to 6) / Interview and/or written test(for posts 1 & 2) and hand over the same to the Invigilator during marking their attendance, failing which their candidature/performance in the written test / Interview will not be considered.

14. Verification of Documents

- (i) For the posts of Sl. No. 1 & 2 :- Original certificates/documents will be verified on scheduled date of Interview.
- (ii) For the posts of Sl. No. 3 to 6 :- The original certificates/documents will be verified after declaration of result of written test.

15. Those who are in employment must submit a **"NO OBJECTION CERTIFICATE"** from the employer at the time of verification of documents(for posts at Sl.NO. 3 to 6)/at the time of Interview(for posts at Sl. NO. 1 & 2).
16. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Delhi Courts alone.
17. **GUIDELINES/INSTRUCTIONS TO FILL APPLICATION FORM:-** See the Help Manual available online at www.aiims.edu/www.aiimsexams.org

ADMINISTRATIVE OFFICER (RECTT.)