



अखिल भारतीय आयुर्विज्ञान संस्थान, मदुरै
All India Institute of Medical Sciences Madurai (Tamil Nadu)
Under PMSSY Division, Ministry of Health & Family Welfare, Government of India
JIPMER, Puducherry - Mentor Institute

No. AIIMS-MDU/Admin./RECT/Deputation/2024

Date: 15/03/2024

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

The Executive Director, AIIMS Madurai invites applications in the prescribed pro-forma **(ANNEXURE-A)** from the Indian nationals **for the post of Senior Accounts Officer** on **Deputation Basis** at AIIMS Madurai with the following prescribed criteria:

| No. of Post | 01 (On Deputation Basis) |
|---|---|
| Educational qualification and experience | Eligibility Criteria: Officers under the Central/State/U.T Governments/Universities/Statutory/Autonomous Bodies or Research and Development Organizations. Holding analogous posts on regular basis. OR With 5 years regular service in the relevant field in the grade pay of Rs. 5400/- |
| Pay Scale | Level-11 as per 7 th CPC (Rs. 67,700 - 2,08,700) |
| Maximum age limit | 56 years |

I. GENERAL CONDITIONS INFORMATION FOR THE CANDIDATES:

- 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 for the post of Senior Accounts Officer is for the period of 3 years. **No further extension beyond the period of 3 years shall be granted.**
- Application from Non-government employee will not be entertained.**
- The posts carry usual allowance as admissible to central Government Employees of similar status stationed at Madurai (Tamil Nadu).

6. The Officers, who fulfill the prescribed qualifications / Eligibility given above may submit their application in the attached format (**ANNEXURE-A**) along with the following documents through proper channel (cadre controlling authority) to **The Executive Director & CEO, All India Institute of Medical Sciences, Madurai, Project Cell Office, Govt. TB Hospital Campus, Austinpatti(Post), Thoppur, Madurai - 625008. (Tamil Nadu) by speed post/Registered A.D.**

- (a) Application form completed in all aspect.
- (b) Self-attested copies of educational qualification.
- (c) Self-attested copies of experience certificates.
- (d) APARs of last five years.
- (e) Vigilance clearance and Integrity certificate.
- (f) Statement showing major or minor penalties, if any, imposed during the last ten years.
- (g) No Objection Certificate from cadre controlling authority.

7. The envelope containing the application(s) should be superscripted "**Application for the Post of on Deputation basis at AIIMS, Madurai.**"

8. While forwarding their applications, cadre controlling authorities are requested to ensure that the following documents are enclosed along with the application form: -

- (a) Duly attested photocopies of their up to date Confidentially Reports (CRs/APARs) of the last 05 years of the officer concerned (applicant).
- (b) Vigilance Clearance Certificate clearly stating that no vigilance/disciplinary proceedings are pending or contemplated against the candidates concerned.
- (c) Statement showing major or minor penalties, if any, imposed during the last ten years
- (d) No Objection Certificate.

9. **The last date of receipt of completed application on the prescribed proforma along with required documents through proper channel is 30 days after publication of this advertisement in the Employment News.**

10. The deputation will be governed by the standard terms and conditions of deputation provided under Department of Personnel and Training's O.M. No.6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time.

11. All India Institute of Medical Sciences, Madurai is an autonomous body established under an Act of Parliament. Service under the Institute is governed by the Act and the Rules & Regulations framed thereunder.

12. Selected Candidates are expected to conform to the rules of conduct and discipline as applicable to the employees of AIIMS Madurai.

13. The decision of the competent authority regarding the selection of candidates will be final and no representation/communication will be entertained in this regard.

14. The Executive Director, AIIMS Madurai reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason.

15. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdrawn any communication made to the candidate.

16. While every effort will be made to provide residential accommodation to the officers appointed at the Institute subject to availability but in view of the paucity of the residential accommodation in the campus it may not be possible to provide accommodation in every case. In the even that no accommodation is provided, necessary H.R.A as admissible to Central Government Servants of similar status stationed at Madurai, Tamil Nadu will be provided.

17. No TA/DA will be paid for appearing in the interview/recruitment process which will be held at AIIMS Madurai or any other place as decided by the Executive Director, AIIMS Madurai.

18. All the communication to candidates regarding recruitment process will be made through email ID Provided by them in their application form.

19. In case of need of any assistance or clarifications please contact by mail to aiims.mdu@gmail.com - please mention the post applied in the Subject line of your e-mail or contact at 0452 – 2481109

20. For any updates please visit the Institute website i.e. <https://jipmer.edu.in/announcements/aiims-madurai> regularly.

21. All disputes will be subject to jurisdictions of Court of Law of Madurai.

**Administrative Officer
AIIMS, Madurai**

ANNEXURE-A



अखिल भारतीय आयुर्विज्ञान संस्थान, मद्रुरै
All India Institute of Medical Sciences Madurai (Tamil Nadu)
Under PMSSY Division, Ministry of Health & Family Welfare, Government of India
JIPMER, Puducherry - Mentor Institute

Application for the post of
on deputation basis at AIIMS Madurai.

| | | | |
|------------------|--|----------------------------------|--|
| 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 | | | |

| | | | | | |
|----|--|-----------|----|--|------------------|
| 7. | Please state clearly whether in the light of entries made by you above, you meet the requirements for the post | | | | |
| 8. | Details of employment (in chronological order) enclose a separate sheet, duly authenticated by your signature if space below is insufficient. | | | | |
| | Office/Inst./ Organization | Post Held | | Pay-band and Grade pay (Scale of Pay if in pre-revised scale of pay) | Nature of Duties |
| | | From | To | | |
| | | | | | |
| | | | | | |
| | | | | | |
| 9. | Nature of present employment (i.e. ad-hoc or temporary or quasi-permanent or permanent) | | | | |
| 10 | In case the present employment is held on deputation/contract basis, Please state : (a) The date of initial appointment (b) Period of appointment on deputation/contract (c) Name of the parent office/organization to which you belong | | | | |
| 11 | Additional details about present employment please state whether working under (a) Central Government (b) State Government (c) Autonomous Organization (d) Government undertaking (e) University | | | | |
| 12 | Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale. | | | | |
| 13 | Total emoluments per month now drawn. | | | | |

| | | | |
|----|---|-------------------|--------------------|
| 14 | Additional information, if any which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if space is Insufficient. | | |
| 15 | Whether belongs to SC/ST/OBC (if yes, please specify) | | |
| 16 | Contact Nos. | 1) Office | |
| | | 2) Residence | |
| | | 3) Mobile | |
| | | 4) E-mail address | |
| 17 | If selected, specify the minimum required joining time | | |
| 18 | Candidate's Address | | Permanent Address: |
| | | | Present Address: |

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of essential qualification/work experience submitted by me, will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld. In the event of any information being found false/incorrect or ineligibility being detected before or after interview or selection, my candidature/appointment is liable to be rejected/terminated.

Date:

(Signature of the Candidate)

Address:

**CERTIFICATE TO BE RECORDED BY THE HEAD OF OFFICE/OFFICER NOT
BELOW THE RANK OF UNDER SECRETARY IN GOI WHILE FORWARDING THE
APPLICATION**

1. Certified that the particulars furnished by the applicant are true and have been verified from the service records.
2. The applicant, if selected, will be relieved immediately.
3. Attested copies of ACR/APAR for the last five years are enclosed.
4. The record of the service of the officials has been carefully scrutinized and it is certified that there is no doubt about his/her integrity.
5. It is certified that no major/minor penalty has been imposed or contemplated on him/her during the last 10 years.

Signature_____

Name_____

Designation_____

Telephone No_____

Date:

Official Seal

Place:

Note: All terms and conditions deputation/Foreign Service will be followed as per DoP&T O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and its amendment issued time to time.

List of Enclosures

| Sr. No | Particulars of enclosures | Enclosed/Not Enclosed | | |
|--------|---|-----------------------|------------------------------|------------------------------|
| 1 | Certificates of Educational Qualification (From 10 th to Degree) | | | |
| 2 | NOC | | | |
| 3 | Vigilance Clearance Certificate | | | |
| 4 | Integrity Certificate | | | |
| 5 | Last Five Years ACR/APARs | Year | Grading of Reporting Officer | Grading of Reviewing Officer |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 6 | No Major/Minor Penalty Certificate | | | |
| 7 | Service Certificate with mention of Pay Scale | | | |

Signature of the Candidate