



आरोग्यम् सुख सम्पदा

अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छत्तीसगढ़)
All India Institute of Medical Sciences, Raipur (CG)

एक राष्ट्रीय महत्व का संस्थान | An Institution of National Importance

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No. RC/NF-R/3/2023

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**ADVERTISEMENT FOR RECRUITMENT TO VARIOUS NON-FACULTY POSTS
ON DIRECT RECRUITMENT BASIS AT AIIMS RAIPUR**

AIIMS Raipur is an apex healthcare 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 healthcare in the country and attaining self-sufficiency in graduate and postgraduate medical education and training.

The Director, AIIMS Raipur invites online applications from the Indian nationals for recruitment to the following non-faculty posts on direct recruitment basis:

Advt. No.	Name of the Post	Group	Pay Level (7 th CPC)	No. of Vacancies						Includes	
				UR	OBC	SC	ST	EWS	Total	PwBD	Ex-SM
NF/23/3/1	Tutor/ Clinical Instructor	A	Level-10	6	3	1	1	1	12	1	-
NF/23/3/2	Senior Nursing Officer@	B	Level-8	52	34	19	9	12	126@	4	-
NF/23/3/3	Senior Hindi Officer#	B	Level-7	1	-	-	-	-	1	-	-
NF/23/3/4	Dietician	B	Level-7	5	3	1	-	1	10	-	-
NF/23/3/5	Librarian Grade III	B	Level-6	3	1	-	-	-	4	1	-
NF/23/3/6	Occupational Therapist	B	Level-6	2	-	-	-	-	2	-	-
NF/23/3/7	Store Keeper	B	Level-6	5	2	1	-	-	8	1	-
NF/23/3/8	Technical Officer (Dental) (Dental Technician)	B	Level-6	3	-	-	-	-	3	-	-
NF/23/3/9	Pharmacist Grade II	C	Level-5	12	7	4	2	2	27	1	3
NF/23/3/10	Jr. Medical Record Officer (Receptionist)*	C	Level-5	4	1	-	-	-	5*	-	-
NF/23/3/11	Jr. Scale Steno (Hindi)	C	Level-4	1	-	-	-	-	1	-	-
NF/23/3/12	Dispensing Attendants	C	Level-4	3	1	-	-	-	4	-	-
NF/23/3/13	Electrician	C	Level-4	5	1	-	-	-	6	-	-
NF/23/3/14	Dissection Hall Attendants	C	Level-2	5	2	1	-	-	8	-	1
NF/23/3/15	Mechanic (AC&R)	C	Level-2	5	1	-	-	-	6	-	-
NF/23/3/16	Store Keeper-cum-Clerk	C	Level-2	37	22	12	6	8	85	3	8
NF/23/3/17	Wireman	C	Level-2	9	5	3	1	2	20	1	2
NF/23/3/18	Hospital Attendant Gr. III (Nursing Orderly)	C	Level-1	13	8	4	2	3	30	2	3
Total No. of Vacancies				171	91	46	21	29	358	14	17

Note:

1. All the above-mentioned posts are identified suitable for PwBD candidates (with specified disability). Horizontal reservation of 4% and other relaxations shall be admissible to PwBD candidates as per the Govt. of India rules.
2. Horizontal reservation of 10% in Group 'C' posts and other relaxations shall be admissible to Ex-servicemen (Ex-SM) candidates as per the Govt. of India rules.
3. @ : As per decision of the CIB, 80% posts (categorywise: UR-41, OBC-27, SC-15, ST-7, and EWS-9) of Senior Nursing Officer are reserved for female candidates.
4. # : The upper age limit for the post of Sr. Hindi Officer is not applicable. However, candidates should have at least 5 years of residual service.
5. \$: Out of total 5 posts of Jr. Medical Record Officer (Receptionist), 3 posts (UR) are for Jr. Medical Record Officer and 02 posts (UR-1 and OBC-1) are for Receptionist. Separate question paper will be there for these two posts in the CBT.
6. Reservation and/or relaxation to candidates belonging to various categories i.e. SC, ST, OBC-NCL, EWS, PwBD, Ex-SM will be as per the GoI rules on production of relevant and valid certificate in the format prescribed by the Govt. of India.
7. The Director, AIIMS Raipur reserves the right to vary the vacancies as per requirements of the Institute / instructions from the Govt. of India.
8. Eligibility criteria, procedure to apply online, selection procedure etc. for the above-mentioned posts are given in the succeeding paragraphs.
9. All information related to this recruitment i.e. application procedure, selection procedure, conduct and result of CBT/skill test/interview, changes in vacancies, corrigendum, addendum, document verification etc. will be published on the website of AIIMS Raipur (www.aiimsraipur.edu.in) as and when required. The Institute will not enter into any correspondence with candidates in such matters.

I. Eligibility Criteria: As given in **Annexure-1**.

II. Important instructions to candidates:

1. The portal for online application for these posts will be available on the website of AIIMS Raipur (www.aiimsraipur.edu.in) as per the following schedule:-

Opening Date of Online Application	Closing Date of Online Application
20.06.2023 (Tuesday)	19.07.2023 (Wednesday)

2. Aspiring candidates fulfilling the prescribed eligibility criteria for the post are required to apply only **online** as per procedure given in this advertisement.
3. Before applying, candidates must carefully go through the eligibility criteria and ensure that they fulfil the same so as to avoid disqualification at later stage.
4. Candidates are **not required** to send any document at the time of form filling. However, they must keep a **pdf** copy and/or print out of online application form with them. It will be required with some other documents in support of their eligibility during **document verification (DV)** or whenever asked for.
5. Age and all other qualifications will be counted as on the last date of submission of online application i.e. **19.07.2023**. Period of experience wherever prescribed shall be counted **after obtaining** the prescribed qualification.

6. Candidates working in Government Organizations/ Statutory Bodies/ PSUs/ Autonomous Bodies are required to mandatorily submit NOC from their parent organisation at the time of documents verification (DV) or as asked by the Institute without which they will not be allowed for further recruitment process.
7. As per the Ministry of Education (erstwhile MHRD) Notification dated 27.08.2018, all the degrees/ diplomas/ certificates awarded through Open and Distance Learning mode of education by the Universities established by an Act of Parliament or State Legislature, Institutions under Section 3 of the UGC Act, 1956 and Institutions of National Importance (INIs) declared under an Act of Parliament stand automatically recognized for the purpose of employment under the Central Government provided they have been **approved by the UGC** and wherever necessary by AICTE for the programmes for which it is the regulatory authority.
8. Candidates possessing equivalent educational qualification shall be required to produce relevant Equivalence Certificate from the authorities concerned at the time of Document Verification. However, final decision regarding equivalence of qualification and selection of such candidates will be taken by AIIMS Raipur.
9. The Institute will not undertake detailed scrutiny of applications for eligibility and other aspects before or at the time of CBT. Therefore, candidature/ application will be accepted **provisionally** only. Before applying, candidates must go through the eligibility criteria viz. educational qualification, relevant experience, age etc. and satisfy themselves that they are eligible for the post. Candidature may be cancelled forthwith without any further notice if any information or claim is not found substantiated during the subsequent recruitment process/document verification and concerned candidate shall be solely responsible for this.
10. Success in CBT/interview confers no right of appointment to candidates unless AIIMS Raipur is satisfied after such verification as may be deemed necessary that the candidate is suitable in all respects for appointment to the post selected for.
11. **Medical Fitness:** Appointment of selected candidates is subject to his/her being declared medically fit by the competent Medical Board.
12. **Probation:** Persons selected will be appointed on probation as per the extant rule.
13. **Final Decision:** The decision of AIIMS Raipur in all matters relating to this recruitment i.e. eligibility, mode of selection, schedule and conduct of examination, allotment of examination centres, final selection etc. will be final and binding on the candidates and no representation will be entertained in this regard.
14. **Disqualification:** No person, (a) who has entered into or contracted a marriage with a person having a spouse living; or (b) who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service, provided that Central Government may, if satisfied with the reasons/grounds, that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

III. Selection Procedure:

(a) For Group 'A' posts:

1. Selection of candidates will be done on the basis of his/her overall performance in CBT and interview. The weightage of marks scored by candidates in CBT and interview will be **50 : 50**.

2. On the basis of marks in CBT, candidates will be shortlisted for interview category-wise in the ratio of **1:4** (vacancy : candidates) in the order of merit. Candidates must also note that they will have to score a minimum category-wise **prescribed marks** (qualifying standard) in **Part-II of CBT** for empanelment in the order of merit. However, merit will be prepared on the basis of aggregate marks scored in Part-I and Part-II of CBT. The details of the CBT is given in Section-IV of this advertisement.
3. Before interview, verification of documents of shortlisted candidates will be carried out to determine their eligibility in terms of eligibility conditions given in the advertisement. Only eligible candidates will be allowed for interview.
4. Final selection will be made on the basis of marks scored by candidates in CBT and interview in the order of merit. The weightage of marks of CBT and interview will be 50:50 as mentioned above.

(b) **For Group 'B' and 'C' posts:**

1. Selection will be done on the basis of performance of candidate in CBT in the order of merit subject to qualifying the 'Skill Test' (if applicable) and fulfilling the eligibility criteria by candidates during document verification.
2. Candidates will have to score a minimum category-wise **prescribed marks** (qualifying standard) in **Part-II of CBT** for empanelment in the order of merit. However, merit will be prepared on the basis of aggregate marks scored in Part-I and Part-II of CBT. However, for the post of Jr. Scale Steno (Hindi), Dissection Hall Attendants, Store-keeper-cum-Clerk, and Hospital Attendant Grade-III (Nursing Orderly), CBT will be in single part only. Details of CBT for these posts are given in point 2 of Section-IV and also in Annexure-2 of this advertisement.
3. Skill test, if applicable, will be conducted only for shortlisted candidates (in the order of merit to a certain extent with reference to the number of vacancies). It will be qualifying in nature. The date and details of skill test will be notified on the website of AIIMS Raipur in due course.
4. Final result will be prepared on the basis of marks scored by candidates in CBT in the order of merit provided that such candidates are also declared eligible during document verification and qualified in Skill Test (if applicable).

(c) **Document Verification:** Original documents of shortlisted candidates in the order of merit (to a certain extent with reference to the number of vacancies) will be verified in due course. The date and details of document verification will be notified on the website of AIIMS Raipur after declaration of result of CBT.

(d) **Final Result:** Final result will be prepared as explained in point (a) and (b) of Section-III above. The final result (i.e. list of selected candidates) will be published on the website of AIIMS Raipur.

IV. Details of Computer Based Test (CBT):

1. The scheme of CBT for all the advertised posts **except** for the post of Jr. Scale Steno (Hindi), Dissection Hall Attendants, Store-keeper-cum-Clerk, and Hospital Attendant Grade-III (Nursing Orderly) will be as given the succeeding page. Indicative syllabus of the CBT is given in **Annexure-2**.

Scheme of CBT for the advertised posts EXCEPT for the post of Jr. Scale Steno (Hindi), Dissection Hall Attendants, Store-keeper-cum-Clerk, and Hospital Attendant Grade-III (Nursing Orderly)			
Total No. of MCQs	Total Marks	Total Duration of Test (CBT)	Indicative Scheme / Scope of Syllabus of CBT
100	100	90 minutes	<p>Part-I : 25 Marks Questions will be mixed of general knowledge and awareness, fundamentals of computer applications and internet, English comprehension, quantitative aptitude and general intelligence & reasoning ability.</p> <p>Part-II : 75 Marks Questions will be based on the domain knowledge/ concerned subject of the post. It will be as per the eligibility criteria of the post given in the advertisement.</p>
For some posts, there will be common paper/CBT. However, separate post-wise merit list will be prepared on the basis of marks in the concerned common paper/CBT.			
Important note (A) :			
Candidates will have to score a minimum following prescribed marks (as per their category) in the Part-II of CBT for empanelment in the order of merit:-			
S.No.	Category	Minimum Qualifying Marks in the Part-II of CBT	
1.	UR	35% (for all UR category posts)	
2.	OBC-NCL/ EWS	30% (only for posts reserved for them)	
3.	SC/ST/ PwBD/ Ex-SM	25% (only for posts reserved for them)	

2. The scheme of CBT for the post of **Jr. Scale Steno (Hindi), Dissection Hall Attendants, Store-keeper-cum-Clerk, and Hospital Attendant Grade-III (Nursing Orderly)** will be as given below. Indicative syllabi for these posts have been given in Annexure-2.

Scheme of CBT for the post of Jr. Scale Steno (Hindi), Dissection Hall Attendants, Store-keeper-cum-Clerk, and Hospital Attendant Grade-III (Nursing Orderly)			
Total No. of MCQs	Total Marks	Total Duration of Test (CBT)	Indicative Scheme / Scope of Syllabus of CBT
100	100	90 minutes	<p>Questions will be mixed of the following:</p> <ol style="list-style-type: none"> 1. General knowledge and awareness, 2. English comprehension 3. Quantitative aptitude 4. General intelligence & reasoning ability. 5. Fundamentals of computer applications and internet. 6. Handling of stores/GFR-2017 (only for the post of Store Keeper-cum-Clerk)
For some posts, there will be common paper/CBT. However, separate post-wise merit list will be prepared on the basis of marks in the concerned common paper/CBT.			

Important note (B) :

Candidates will have to score a minimum following prescribed marks (as per their category) in the CBT for empanelment in the order of merit:-

S.No.	Category	Minimum Qualifying Marks of CBT
1.	UR	35% (for all UR category posts)
2.	OBC-NCL/ EWS	30% (only for posts reserved for them)
3.	SC/ST/ PwBD/ Ex-SM	25% (only for posts reserved for them)

3. **Important note for CBT:** The following will be applicable for all the posts:-
- There will be **negative marking** of **0.25 mark** for each wrong answer.
 - Reserved category candidates applying for UR category posts have to qualify the CBT by UR standard for empanelment in the order of merit.
 - Competent authority may revise the qualifying marks of CBT depending upon the requirement of the Institute / availability of candidates for the posts.
 - PwBD candidates will be eligible for scribes and compensatory time as per the Govt. of India rules on production of valid requisite certificates.
4. **Test Centre:** CBT is likely to be held at the below mentioned cities. Candidates must indicate their preference in the order of priority in online application form from where they desire to take the CBT. The Institute reserves the right to cancel any of the Centre on ground of less number of candidates or any other ground and ask candidates of that centre to appear from another centre/city. No request for change of examination/CBT centre once allotted will be entertained, Candidates will have to appear at the allotted centre at his/her own arrangement and expenses. Tentative test centre/city for CBT are as follows:-

1. New Delhi/Delhi	2. Mumbai	3. Kolkata	4. Hyderabad
5. Bengaluru	6. Lucknow	7. Patna	8. Guwahati
9. Jammu	10. Jaipur	11. Chandigarh	12. Raipur

5. **e-Admit Card for CBT:** Candidates shall be issued an e-Admit Card for appearing in CBT. The e-Admit Card will be made available on the website of AIIMS Raipur for downloading by candidates. 'Admit Card' will **not** be sent to candidates by any other mode. In case of any discrepancies/errors in e-Admit Card, candidates must immediately report the same to the Recruitment Cell, AIIMS Raipur for correction.
6. Candidates must note that merely issuing of e-Admit Card to them will not imply that their candidature has been finally cleared by the Institute. The Institute will take up verification of eligibility conditions with reference to original documents only after the candidate qualifies the CBT or for Interview, as the case may be.
7. **Answer Keys of CBT:** Answer keys of CBT will be published on the website of AIIMS Raipur after the CBT. Candidates will be given opportunity to submit representation/objection to the answer key/question, if any. They can do so with supporting documents/justification within the stipulated time and ONLY through the designated web-link/web-portal on payment of Rs. 100/- per question. Representation received from any other mode will not be entertained. There shall be no provision for re-evaluation/ re-checking of the scores. The decision of AIIMS Raipur will be final and no correspondence in this regard shall be entertained.