

No. Z-28016/6/2021-PMSSY-IV  
Government of India  
Ministry of Health & Family Welfare  
(PMSSY Division)

3<sup>rd</sup> Floor, Indian Red Cross Society Building,  
New Delhi-110001

Website: [www.mohfw.gov.in](http://www.mohfw.gov.in) & <http://pmssy-mohfw.nic.in>  
Tel: 011-23350005

ADVERTISEMENT FOR THE POST OF EXECUTIVE DIRECTOR EACH IN AIIMS AT  
(i) BHOPAL (MADHYA PRADESH), (ii) BHUBANESWAR (ODISHA), (iii) PATNA  
(BIHAR), (iv) RISHIKESH (UTTARAKHAND), (v) GUWAHATI (ASSAM), (vi)  
AWANTIPORA (JAMMU & KASHMIR) and (vii) DARBHANGA (BIHAR)

Applications are invited from the citizens of India including Non-Residents Indian and Persons of Indian Origin for filling up the post of **Executive Director** on deputation/short term contract/contract basis at AIIMS (i) **Bhopal (Madhya Pradesh)**, (ii) **Bhubaneswar (Odisha)**, (iii) **Patna (Bihar)**, (iv) **Rishikesh (Uttarakhand)**, (v) **Guwahati (Assam)**, (vi) **Awantipora (Jammu & Kashmir)** and (vii) **Darbhanga (Bihar)**.

**2. QUALIFICATION:**

- a. A postgraduate qualification in Medicine or Surgery or Public Health and their branches.
- b. Teaching and/research experience of not less than ten years.
- c. Twenty-five years standing in the Profession.
- d. Extensive practical & Administrative experience in the field of medical relief, medical research, medical education or public health organisation and adequate experience of running an important scientific educational institution either as its Head or Head of a Department.
- e. Minimum one-year experience as Head of Institution or Head of Department would be required for eligibility. The following types of work experience will count as relevant experience against this criterion:-

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| i. Head of the Institute        | v. Head of Unit                   |
| ii. Head of Department          | vi. Dean                          |
| iii. Medical Superintendent     | vii. Sub Dean                     |
| iv. Head of Clinical Department | viii. Experience similar to above |

**3. UPPER AGE LIMIT:**

Up to 67 years (as on the closing date of receipt of application).

**4. PAY & ALLOWANCES:**

- a. Level 15; Rs.182200-224100/- in the Pay Matrix (as per 7<sup>th</sup> CPC) (The incumbent will also be entitled for usual annual increment)
- b. Residential accommodation will be provided in the Institute's campus on payment of standard rent under F.R. 45 or 10% of pay, whichever is less.
- c. Other Allowances as admissible.

**5. TENURE OF POST:**

The appointment on deputation/short term contract/contract basis will be for 3 years which can be extended upto 5 years or up to attaining the age of 70 years or until further orders, whichever is the earliest.

**6. PROBATION:** Probation period will be for one year.

**7. PROCEDURE FOR APPLICATION:**

Eligible candidates can apply for the post quoting the number and date of advertisement in a plain sheet of paper in the proforma. Serving candidates should forward their applications through their respective Cadre Controlling Authorities. While forwarding the applications, the Cadre Controlling Authorities should also forward the following documents:

- i. Vigilance clearance in respect of applicant duly signed by an officer of the appropriate status.
- ii. Cadre Clearance in respect of applicant duly signed by an officer of the appropriate status.
- iii. Details of penalty, either Major or Minor, imposed on the officer during his/her service period.
- iv. A copy of the latest Immovable Property Return submitted by the officer.
- v. The Cadre Controlling Authority will also ensure that complete ACR dossier / attested copies of ACR of the applicant (last five years) are made available well before the date of personal interview of the shortlisted candidates.



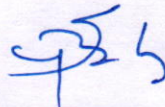
## 8. OTHER INFORMATION:

- i. The effective date for determining the eligibility as per the prescribed qualification, age, experience etc. for the post shall be the closing date of receipt of applications.
- ii. The closing date of receipt of application will be the **45<sup>th</sup> day from the date of publication of advertisement in the Employment News.**
- iii. Late & incomplete applications will not be considered.
- iv. Canvassing of any kind will lead to disqualification of the candidature.
- v. The application format can be downloaded from the website: [www.mohfw.gov.in](http://www.mohfw.gov.in) & <http://pmssy-mohfw.nic.in>
- vi. The filled in proforma completed in all respect should be sent to the following address by Registered Post / Speed Post:

*Shri S.M.Routray, Deputy Secretary (PMSSY), Ministry of Health and Family Welfare, Room No. 318, Indian Red Cross Society Building, Red Cross Road, New Delhi-110001*

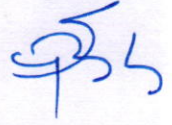
## 9. GENERAL CONDITION/INFORMATION:

- (i) The Executive Director will act as Chief Executive Officer (CEO) of the respective Institute. The post will be operated at the respective institute.
- (ii) The qualification prescribed is the minimum requirement and the meeting the same does not automatically make candidates eligible for interview.
- (iii) Based on information provided as part of the proforma, screening of applications will be carried out. Only the short-listed candidates will be called for interview.
- (iv) Applications not received in prescribed proforma shall be rejected.
- (v) The interview will be conducted by the Search cum Selection Committee (SCSC).
- (vi) The SCSC is also empowered to consider and invite any candidate for interview suo-motu.
- (vii) Candidates called for Interview will be required to produce all relevant original documents in proof of details furnished in their applications at the time of Interview.



(viii) Candidates may apply on the basis of an advance copy. However, they should ensure that the NOC, Vigilance Clearance and their APARs are sent by their respective cadre controlling authorities well in time for consideration of their candidature.

(ix) The selected candidates shall report to the National Institute of Health & Family Welfare for mandatory orientation training.



**(S.M. Routray)**  
**Deputy Secretary to the Govt. of India**  
**Tel. 011-23350005**

**APPLICATION FORMAT**

Name and particulars of applicant for the post of Executive Director each in AIIMS at (i) **Bhopal (Madhya Pradesh)**, (ii) **Bhubaneswar (Odisha)**, (iii) **Patna (Bihar)**, (iv) **Rishikesh (Uttarakhand)**, (v) **Guwahati (Assam)**, (vi) **Awantipora (Jammu & Kashmir)** and (vii) **Darbhanga (Bihar)** under the Pradhan Mantri Swasthya Suraksha Yojana (PMSSY).

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photograph

1. Name \_\_\_\_\_

2. Father's Name \_\_\_\_\_

3. (i) Date of Birth \_\_\_\_\_

(ii) Age (as on the closing date of advertisement in Employment News) \_\_\_\_\_

4. Present Address \_\_\_\_\_  
\_\_\_\_\_

5. Permanent Address \_\_\_\_\_  
\_\_\_\_\_

- Phone:
- Mobile:
- Email:

6. Whether Citizen of India or Non- Resident Indian or Person of Indian Origin \_\_\_\_\_

(Furnish supporting document)

SPS

7. Choice of AIIMS (in order of preference):

(Indicate preference order (Number 1 to 7) in the boxes below):

- (i) Bhopal  (ii) Bhubaneswar   
 (iii) Patna  (iv) Rishikesh   
 (v) Guwahati  (vi) Awantipora   
 (vii) Darbhanga

8. Academic Qualifications

Graduation	Year of Passing	No. of attempts	College /University from which graduated
Post-Graduation	Year of Passing	No. of attempts	College /University from which received post-graduation degree
Doctorate(if any)	Year of passing		College /University

9. Field (s) of specialization:

10. Experience:

Before Graduation	Post Graduation	Designation and institute where worked	From	To	Total Period
Teaching					
Research					
Administration					
After Graduation	Post Graduation	Designation and institute where worked	From	To	Total Period
Teaching					
Research					

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Administration (in the following category)				
(i) Head of Institute				
(ii) Head of Department				
(iii) Medical Superintendent				
(iv) Head of clinical Department				
(v) Head of Unit				
(vi) Dean				
(vii) Sub- Dean				
(viii) Experience similar to above				

11. A complete list of Publications:

(The publications where the individual is a first or second author only, will be considered)

(i) No. of publications in PubMed indexed journals along with PMID No.

(List may be attached) :

(ii) No. of publications in other journals

(List may be attached) :

12. Books or chapters in books written, if any :

13. Extra curricular activities such as medico-social work, journalistic, literary activities etc. :

14. (i) Awards, distinctions, prizes etc. received, if any :

- a. At under graduate level :
- b. At post graduate level :
- c. Any other :

*Handwritten signature*

(ii) Punishment imposed, if any

15. Fellowship/Membership of National and International Scientific Societies, Academies etc. :
16. Present post and Designation (date from which held) :
17. Scale of Pay (as per 7<sup>th</sup>CPC) :
18. Salary :

### DECLARATION

I solemnly declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete OR ineligibility being detected at any time before OR after Selection/Interview, my candidature is liable to be rejected and I shall be bound by the decision of the MoHFW.

Place:

(Signature of the Candidate)

Date:

Name :

(end)

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