



## अखिल भारतीय आयुर्विज्ञान संस्थान

### ALL INDIA INSTITUTE OF MEDICAL SCIENCES

(भारत सरकार के स्वास्थ्य एवं परिवार कल्याण मंत्रालय के तत्वावधान में एक सांविधिक निकाय)  
(A Statutory body under aegis of Ministry of Health and Family Welfare, Govt. of India)

सिजुआ, डाक: डुमुडुमा भुवनेश्वर -751019

Sijua, Post - Dumuduma, Bhubaneswar - 751019, Odisha

Ref No : AIIMS/BBSR/CON/ICMR/Project/07

Date : 01.09.2022

#### Advertisement for walk-in-Interview for the post of “Research Assistant/Project Assistant”

Applications are invited in the prescribed format attached herewith for the following purely temporary contractual basis for the post of “Research Assistant/ Project Assistant” sanctioned under EMF ICMR project entitled “*A quasi experimental study on impact of Palliative care training in enhancement of self-efficacy of nurses and family care giver satisfaction with delivery of Integrated Comprehensive Palliative Care (ICPC) in tertiary care setting*” under Dr. Asha P Shetty, Professor-cum-Principal College of Nursing AIIMS Bhubaneswar. The Tentative date for Walk-In-Interview is **10.09.2022 at 10 AM**, however, applications in the standard format should reach at [nurs\\_asha@aiimsbhubaneswar.edu.in](mailto:nurs_asha@aiimsbhubaneswar.edu.in) up to **05.00 PM** on or before **07.09.2022**. The essential qualifications, experience, consolidated salary and service tenure are as under:

<b>Name of Post</b>	<b>Research Assistant/ Project Assistant</b>
<b>No of post</b>	<b>ONE</b>
<b>Essential Qualification</b>	M.Sc. Nursing degree /B.Sc. Nursing/BPT/BDS degree
<b>Desirable Qualifications</b>	<ol style="list-style-type: none"><li>1. Previous three years of relevant experience of working in research projects</li><li>2. Proficiency in Hindi, English &amp; Odia language</li><li>3. Proficiency in MS Word, Excel, Power Point &amp; statistical Software</li></ol>
<b>Emoluments</b>	Rs. 31,000/- consolidated per month
<b>Tenure</b>	Initial recruitment for one year, future extension on the basis of performance and project requirement
<b>Maximum Age Limit</b>	Up to 30 years

<b>Job description</b>	<ul style="list-style-type: none"> <li>• The position is purely temporary and renewable depending on the funding for the project</li> <li>• The Job requires identification and recruitment of participants, development of training materials, ensuring compliance to protocols, data collection, compilation of reports, Updating Case report forms, analysis and reporting</li> <li>• Should be available on call 24 hours a day other than the stipulated work hours</li> <li>• Coordinating with the Nodal Agency for sending Data sets and reports promptly.</li> <li>• Assisting in research activities relating to the project.</li> <li>• Any other duty assigned by the PI/Co-PI from time to time.</li> </ul>
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## **PROCEDURE FOR RECRUITMENT**

1. Candidates meeting the age criteria and possessing the required qualification, experience, etc. and willing to work for the above-mentioned projects may apply and fill the Application Form in the prescribed format only and send it to the email on or before the last date and time of receipt of applications as mentioned above. There is no need to send hard-copy of any application form/documents at this stage.
2. Candidate should type “Application for the post of: “Research Assistant/ Project Assistant” in the subject line while sending their application through e-mail. Late and incomplete applications or applications not submitted in the prescribed format will not be considered.
3. Top 10 shortlisted candidates will be displayed on the website of AIIMS BBSR by 5PM on 08/09/2022 and these candidates will be called for Skill Test/interview/personal discussion as through Walk-In-Interview.
4. Venue for the Skill Test/interview/personal discussion as through Walk-In-Interview will ground floor College of Nursing AIIMS Bhubaneswar. No TA/DA will be paid for attending the interview. No hostel or any other accommodation will be provided by the Institute / Principal Investigator.
5. The leave entitlement of the appointee shall be governed in terms of the ICMR/NHM leave policy governing extramural / short term research projects as amended from time to time.
6. The above position will be filled purely on temporary CONTRACT appointment basis.
7. The rates of emoluments/stipend shown in this advertisement are as per the guidelines and as per the sanction.
8. Age relaxation is admissible in respect of SC/ST/OBC/PWD candidates as per government rules.
9. Cut-off date for age limit will be the date of Walk-In-Interview/Video Conferencing i.e. date of interview.

10. Engagement of applicant for a particular position will be decided by selection committee/appointing authority.
11. Qualification & experience should be in relevant discipline/field and from an Institution of repute. Experience should have been gained after acquiring the minimum essential qualification.
12. Mere fulfilling the essential/educational qualification does not guarantee the selection.
13. Persons already in regular time scale service under any Government Department/Organizations are not eligible to apply.
14. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
15. Contract appointee shall not have any claim on a regular post in this institute or Funding Agency or in any Department of Government of India and their contract service will not confer any right for further assignment or transfer to any other project or appointment/absorption in funding agency or in this institute. Benefits of Provident Fund, Pension Scheme, Leave Travel Concession, Medical claim, etc. are not admissible. An undertaking to that effect must be submitted at the time of joining.
16. Initial contract appointment will normally be for a period as specified. Further continuation / extension of the service will depend on requirement of the Project, performance evaluation and approval of the competent authority in case to case basis.
17. In the event of selection, a candidate must produce all documents or certificates in original relating to (1) Educational qualifications (2) Date of Birth (3) Experience certificates (4) One recent passport size photograph (5) Identity proof i.e. Aadhaar/PAN /Voter ID/Driving License etc. (6) One set of self-attested photocopies of all documents (7) SC/ST/OBC/Disability Certificate, if applicable, for verification at the time of joining the post.
18. Candidates who fail to bring the original certificates at the time of joining and if any discrepancy is found in the documents such candidates will not be allowed to join the selected contract post and the position will be offered to the waiting list candidates.
19. The engagement can be terminated at any time by giving one-month notice on either side. Contract can be terminated forthwith or before expiry of the notice period by making payment of a sum equivalent to one-month contractual amount. However, you will not be permitted to surrender one-month contractual amount in lieu of the period of notice of unexpired portion thereof and you will be required to serve the full period of notice.
20. Leave shall be applicable as per Funding Agency/Institutional policy for contract staff of AIIMS, BBSR guidelines in this regard.

21. AIIMS, BBSR reserves the right to cancel/modify the recruitment process at any time,during the process, at its discretion.
22. The institute reserves rights to consider or reject any application/candidature. The decision of the Director, AIIMS, BBSR will be final and binding.
23. Canvassing in any form will be a disqualification.
24. Corrigendum/addendum/further information, if any in respect of this advertisement, will be published on our website only.

**Dr. Asha P Shetty**  
Prof. cum Principal(**Principal investigator**)  
College of Nursing, AIIMS Bhubaneswar  
Phone: 0674-2476633, 9438884270  
Website: [www.aiimsbhubaneswar.nic.in](http://www.aiimsbhubaneswar.nic.in)  
E-mail: [nurs\\_asha@aiimsbhubaneswar.edu.in](mailto:nurs_asha@aiimsbhubaneswar.edu.in)

## APPLICATION FORM

Advt. No. AIIMS/BBSR/

Date of Walk-In-Interview/VC: DD/MM/YYYY

Application for the Post of:

Passport size  
photo

1. Name of the Applicant: \_\_\_\_\_

2. Sex: Male/Female

3. Category: PWD/SC/ ST/OBC/GEN

4. Marital Status: Married/Unmarried

5. Father's /Spouse Name: \_\_\_\_\_

6. Date of Birth: \_\_\_\_\_

7. Age in completed years/month/days :

Years	Months	Days

8. Address for Communication : \_\_\_\_\_

\_\_\_\_\_ PIN \_\_\_\_\_.

Mobile No.: \_\_\_\_\_

Email: \_\_\_\_\_

9. Permanent Address : \_\_\_\_\_

\_\_\_\_\_ PIN \_\_\_\_\_

Telephone No. \_\_\_\_\_

Mobile No.: \_\_\_\_\_

10. Nationality : \_\_\_\_\_

11. Educational Qualification: (Enclose self-attested photocopies of degree/diploma certificates & mark sheets)

Examination	Subjects	Board/ Council/University	Month & Year of Passing
10 th (HSC)			
12th (HSSC)			
Diploma			
Degree			
Post Graduation			
Others			

12. Current Activities:

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13. Experience:

Name of the Organization/Institution where worked	Post	Period		Scale of Pay & Gross Pay Drawn	Nature of Work
		From	To		

(Use separate sheet if space is inadequate)

14. Name and address of two referees well known with the applicant's work:

Sl no	Name	Occupation or Position	Address with telephone No. & e-mail
1			
2			

15. Any other information you wish to add:

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#### DECLARATION

I, \_\_\_\_\_ declare that the information furnished above is true and correct to the best of my knowledge and belief and no related information has been concealed. I am aware that if any of the above statements are found to be incorrect or false or any material information or particulars of relevance have been misstated, suppressed or omitted, I am liable to be disqualified for appointment and if appointed, my appointment will be liable to be terminated.

Place: .....

Date: .....

(Signature of the applicant)

Full Name