



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: 26.06.2023

Walk-in-Interview for the post of Medical Social Worker

Applications are invited in the prescribed format attached herewith for the following purely temporary contractual basis for the post of "Medical Social Worker /Project Technical officer" 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 **14/07/2023**, however, applications in the standard format should reach at **nursing_pallia@aiimsbhubaneswar.edu.in** up to 05.00 PM on or before **08/07/2023**. The essential qualifications, experience, consolidated salary and service tenure are as under:

Name of Post	Medical Social Worker /Project Technical officer
No of post	ONE
Essential Qualification	Medical Social Work (MSW) or M.Sc. Nursing or Physiotherapist
Desirable Qualifications	<ol style="list-style-type: none">1. Previous five years of relevant experience of working in research projects2. Proficiency in Hindi, English & Odia language3. Proficiency in MS Word, Excel, Power Point & statistical Software
Emoluments	Rs. 33,390/- consolidated per month
Tenure	6 Months
Maximum Age Limit	Up to 30 years

Job description	<ul style="list-style-type: none"> • The position is purely temporary and renewable depending on the funding for the project • The Job requires identification and recruitment of participants, follow up services for patients and their family member's coordination and organizing the training sessions, ensuring compliance to protocols, data collection, data entry, coordination and organizing the training sessions, compilation of reports, Updating Case report forms, analysis and reporting • Should be available on call 24 hours a day other than the stipulated work hours • Coordinating with the Nodal Agency for sending Data sets and reports promptly. • Assisting in research activities relating to the project. • Any other duty assigned by the PI/Co-PI from time to time
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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: "Medical Social Worker /Project Technical officer." 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 against the post will be displayed on the website of AIIMS BBSR on **11/07/2023** by 5.00 pm and these candidates will be called for Interview/personal discussion as through Walk-In-Interview.
4. Venue for the 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. Leave shall be applicable as per Funding Agency/Institutional policy for contract staff of AIIMS, Bhubaneswar guidelines in this regard.
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 i.e. date of interview.
10. Separate application should be submitted for each post. 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. AIIMS, BBSR reserves the right to cancel/modify the recruitment process at any time,during the process, at its discretion.
21. The institute reserves rights to consider or reject any application/candidature. The decision of the Director, AIIMS, Bhubaneswar will be final and binding.
22. Canvassing in any form will be a disqualification.
23. Corrigendum/addendum/further information, if any in respect of this advertisement, will be published on below mentioned website only.

Dr. Asha P Shetty
Prof. cum Principal
(Principal investigator)
College of Nursing, AIIMS Bhubaneswar
Phone: 0674-2476633
Website: www.aiimsbhubaneswar.nic.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
10th (HSC)			
12th (HSSC)			
Diploma			
Degree			
Post Graduation			
Others			

12. Current Activities:

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:

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