



अखिलभारतीयआयुर्विज्ञानसंस्थान, भुवनेश्वर
All India Institute of Medical Sciences, Bhubaneswar
स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक सांविधिक निकाय
(A Statutory Body under aegis of Ministry of H & F.W., Govt. of India)
सिजुआ, डाकडूमुडुमा :- भुवनेश्वर- 751019
Sijua, Post: Dumuduma, Bhubaneswar-751019

Dt. // 2023

Advt. No. AIIMS/BBSR/...../...../

Applications are invited in the prescribed format attached herewith for the following contractual basis for the post of “Home Care Field Assistant” sanctioned under OXFORD Wellcome Trust - project entitled “IRIS: Indian Registry of Intensive Care” under Dr. Swagata Tripathy, Professor & HOD, Department of Anesthesia and Critical Care on the 26/ 9/ 2023.

The Tentative date for Walk-In-Interview is on 26.09.2023, one page write up- ‘why I am most suitable for this post’ may be sent to the following email- anaes_swagata@aiimsbhubaneswar.edu.in by the by 5 pm, on or before 24.09.2023 to help us to scan candidates and avoid big gatherings at the walk-in interview. Shortlisted candidates based on this 1 page write up will be intimated by the 21.09.2023 and expected to attend the interview on 25.09.2023. Open walk -in will also be allowed. Please keep a watch on the website/ personal communication for the possible change of interview type to online interview depending on the prevailing situations.

The essential qualifications, experience, consolidated salary and service tenure are as under: **Reading, writing and speaking in Odia is a must.**

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Sl. No.	Name of Post	No of post	Essential Qualification	Desirable Qualifications	Emoluments	Tenure	Maximum Age Limit
1.	Home Care field worker	1	-12th Class pass (first division preferred) from a recognized center -Diploma in Pharmacy/ ICU Technician, ANM, ICU nursing or other relevant experience/ qualification suitable to the project requirement (experience with tracheostomy patients and	-Ability and willingness to travel to patient homes around 200km of Bhubaneswar – on an emergency basis when needed -Compassionate nature -Excellent organizational and communication skills -Speaking, writing and	Rs 18000/- Consolidated pm Travel reimbursement as per actuals	12 months	32 years

			knowledge of care for such patients is needed) -DCA/ equivalent computer knowledge to enable data keeping, extraction and analysis	reading Odia language are essential -Attention to detail and meticulous record keeping -COVID VACCINATION essential.			
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Brief Description about the Project	All India Institute of Medical Sciences, in collaboration with Critical Care Asia Network (CCA), will be evaluating a complex healthcare intervention developed for chronically ill, tracheostomized ICU patients. We are seeking to appoint suitably qualified personnel to be responsible for visiting rehabilitated patients at their homes for follow up care, and data entry into an electronic database. Additional responsibilities include providing general support to the research team. The appointees will be part of a multidisciplinary team and will report to the Principal Investigator within AIIMS. Start date and duration: September/October 2023 for 12 months.
Core Responsibilities	<p>Responsibilities:</p> <p>The job will involve travel (usually within 200 km) to patients' homes for follow up; male candidates will be preferred.</p> <p>(Self-driven 2-wheeler vehicle with valid Driving Licence and willingness for overnight stay if needed)</p> <p>Basic knowledge of home care of tracheostomized patients suctioning, nasogastric feeding, blood sampling, bed sore dressing is expected.</p> <p>Coordinating with staff at health facilities for use of patient registers and patient folders</p> <p>Data entry into an electronic database</p> <p>Ensuring quality control of all collected data</p> <p>General administration.</p>
Benefits of the post	- Funding and support for certificate course work that may be essential to perform his/her duties (for e.g., GCP training, research methods)

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 **Home Care field worker**” in the subject line while sending their application through e-mail.
3. The list of shortlisted candidates will be displayed on the website of AIIMS BBSR on 24/09/2023 by 5.00 pm and these candidates will be called for interview/personal discussion through Walk-In-Interview.
4. Late and incomplete applications or applications not submitted in the prescribed format will not be considered.
5. The above position will be filled purely on temporary CONTRACT appointment basis.
6. The rates of emoluments/stipend shown in this advertisement are as per the guidelines and as per the sanction.
7. Age relaxation is admissible in respect of SC/STOBC/PWD candidates as per government rules.
8. Cut-off date for age limit will be the date of Walk-In-Interview’ i.e. date of interview.
9. Separate application should be submitted for each post. Engagement of applicant for a particular position will be decided by selection committee/appointing authority.
10. 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.
11. Mere fulfilling the essential/educational qualification does not guarantee the selection.
12. Persons already in regular time scale service under any Government Department/Organizations are not eligible to apply.
13. Submission of wrong or false information during the process of selection shall disqualify the candidature at any stage.
14. 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.
15. 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.
16. 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.
17. 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.

18. 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.
19. Leave shall be applicable as per Funding Agency/Institutional policy for contract staff of AIIMS, BBSR guidelines in this regard.
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, BBSR 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 our website only.

Dr Swagata Tripathy (Contact Information)

Professor & HOD

Department of Anesthesia & Critical Care

AIIMS, Bhubaneswar

(Principal investigator)

Odisha-751019

E-mail: anaes_swagata@aiimsbhubaneswar.edu.in

Phone: 8763400534

APPLICATION FORM

Advt. No. AIIMS/BBSR/

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

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 as onDD/MM/YYYY:

Days	Months	Years

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
X th (HSC)			
XII th (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:

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: