



**अखिल भारतीय आयुर्विज्ञान संस्थान**  
**All India Institute of Medical Sciences**  
**मंगलगिरि, आंध्र प्रदेश**  
**Mangalagiri, Andhra Pradesh**  
[www.aiimsmangalagiri.edu.in](http://www.aiimsmangalagiri.edu.in)

AIIMS/MG/Admin/Recruitment /03/Non Faculty/2024/01A

Date: 08.10.2024

**ADVERTISEMENT FOR RECRUITMENT TO VARIOUS NON-FACULTY POSTS**  
**(GROUP A, B & GROUP C) ON DIRECT RECRUITMENT BASIS AT AIIMS MANGALAGIRI**

All India Institute of Medical Sciences, Mangalagiri is a healthcare Institute of National Importance, established by the Ministry of Health & Family Welfare, Government of India under the Pradhan Mantri Swasthya Suraksha Yojna (PMSSY), with the aim of correcting regional imbalances in the availability/reliable tertiary healthcare services and also to augment facilities for quality medical education in the country.

Online applications are invited from eligible Indian citizens for the posts of various non faculty Group-A, Group-B and Group-C posts on DIRECT RECRUITMENT BASIS in All India Institute of Medical Sciences, Mangalagiri, AP.

Advt. No.	Name of the Post	Group	Pay Level (7 <sup>th</sup> CPC)	No. of Vacancies					
				UR	OBC	SC	ST	EWS	TOTAL
NF/24/01/1	Medical Officer (AYUSH)	A	Level -10	2 (1- Ayurveda, 1-Homeopathy)	0	0	0	0	2
NF/24/01/2	Medical Physicist (Radiation Therapy/ Oncology)	A	Level -10	1	0	0	0	0	1
NF/24/01/3	Medical Physicist (Nuclear Medicine)	A	Level -10	1	0	0	0	0	1
NF/24/01/4	Clinical Psychologist	A	Level -10	1	0	0	0	0	1
NF/24/01/5	Child Psychologist	A	Level -10	1	0	0	0	0	1
NF/24/01/6	Programmer	B	Level -7	1	0	0	0	0	1
NF/24/01/7	Store Keeper	B	Level -6	1	0	0	0	0	1
NF/24/01/8	Junior Engineer (A/c & R)	B	Level -6	1	0	0	0	0	1
NF/24/01/9	Library and Information assistant	B	Level -6	1	0	0	0	0	1
NF/24/01/10	Medical Social Service Officer Grade- II	B	Level -6	2	0	0	0	0	2
NF/24/01/11	Perfusionist	B	Level -6	1	0	0	0	0	1
NF/24/01/12	Assistant Dietician	B	Level -6	2	0	0	0	0	2
NF/24/01/13	Technicians (Laboratory)	B	Level -6	8	4	2	1	1	16
NF/24/01/14	Technician (OT)	B	Level -6	4	1	0	0	0	5



Advt. No.	Name of the Post	Group	Pay Level (7 <sup>th</sup> CPC)	No. of Vacancies					
				UR	OBC	SC	ST	EWS	TOTAL
NF/24/01/15	Embryologist	B	Level -6	1	0	0	0	0	1
NF/24/01/16	Dental Technician (Hygienist)	C	Level -5	1	0	0	0	0	1
NF/24/01/17	Nuclear Medicine Technologist	C	Level -5	1	0	0	0	0	1
NF/24/01/18	Medical Record Technician	C	Level -4	2	0	0	0	0	2
NF/24/01/19	Lower Division Clerk	C	Level -2	4	1	0	0	0	5
NF/24/01/20	Lab Attendant Grade II	C	Level -2	1	0	0	0	0	1
NF/24/01/21	Hospital Attendant Grade III (Nursing Orderly)	C	Level -1	17	10	6	3	4	40
NF/24/01/22	Mortuary Attendant	C	Level -1	2	0	0	0	0	2
NF/24/01/23	Executive Assistant (NS)	B	Level -6	1	0	0	0	0	1
NF/24/01/24	Personal Assistant (S)	B	Level -6	1	0	0	0	0	1
NF/24/01/25	Stenographer	C	Level -4	1	0	0	0	0	1
NF/24/01/26	Library Attendant Grade-II	C	Level -3	1	0	0	0	0	1
			<b>TOTAL</b>	<b>60</b>	<b>16</b>	<b>8</b>	<b>4</b>	<b>5</b>	<b>93</b>

UR- Unreserved; OBC- Other Backward Classes; SC- Scheduled Caste, ST – Scheduled Tribe, EWS- Economically Weaker Section

Lower Division Clerk: 02 posts (ExSM); Hospital Attendant Grade III (Nursing Orderly): 02 posts PWBD and 04 posts ExSM posts are reserved on Horizontal basis.

### 1. IMPORTANT INSTRUCTIONS TO CANDIDATES:

- The portal for online application for these posts will be available on the website of AIIMS Mangalagiri ([www.aiismangalagiri.edu.in](http://www.aiismangalagiri.edu.in)) as per the following schedule:

Date of publication in Institute Website	Opening Date of Online Applications	Closing Date of Online Application	Last date of receiving hard copy of Application (Only Group – A posts)
<u>08-10-2024</u>	<u>08-10-2024</u>	21 days from the date of publication of advertisement in Employment news	<u>XX-XX-2024*</u>

- The above vacancies are provisional and subject to variation. The Director, AIIMS Mangalagiri reserves the right to vary the vacancies including reserved vacancies as per the Govt. of India Rules/Circulars and requirements. The Institute may cancel the advertisement or cancel selection of any of the post(s), as felt necessary.
- Reservation will be as per Government of India Policy.
- 4% of the total vacancies are horizontally reserved for PwD candidates with bench mark disability as per the rules. The RPWD Act, 2016/DoPT instructions as applicable in this regard will be strictly followed.
- The cut-off date to determine the maximum age limit, essential qualification & experiences **will be**



counted as on the last date of submission of 'On-line application', i.e., XX.XX.2024.

6. The period of experience wherever prescribed shall be counted after obtaining the prescribed essential qualifications.

**2. Eligibility Criteria:**

Advt. No	Name of the Post	Age limit	Qualifications
NF/24/01/1	Medical Officer (AYUSH)	Between 21-35 years	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. A degree in relevant stream of AYUSH from a Recognised University / Statutory State Board / Council/ Faculty of Indian Medicine or equivalent recognized under the relevant council.</li> <li>2. Enrolment on the Central Register of that stream in Central or State Register of Indian Medicine.</li> </ol> <p><b>Experience:</b> 3 years clinical and/or teaching experience in a recognized hospital/ teaching institution.</p> <p><b>Desirable:</b> A post-graduate degree in relevant stream of AYUSH from a Recognised University/Statutory/ State/ Board/Council/Faculty of Indian Medicine.</p>
NF/24/01/2	Medical Physicist (Radiation Therapy/ Oncology)	Between 21-35 years of age	<p><b>Essential:</b> M. Sc in Medical Physics or equivalent from a recognised university/ institution</p> <p><b>OR</b></p> <ol style="list-style-type: none"> <li>i. M. Sc in Physics from a recognised University</li> <li>ii. A Post- Graduated diploma/degree in Radiological /Medical Physics from a recognised University/ Institute.</li> </ol> <p><b>OR</b></p> <p>M.Sc in Medical Technology with Radiotherapy as special subject from a recognised University and/ or Diploma in Radiation Protection.</p> <p><b>AND</b></p> <p><b>Experience:</b> 2 years experience of working in Radiotherapy Department of a Hospital</p> <p><b>Desirable:</b> "Certification of Radiological Safety Officer (RSO) – Radiotherapy, issued by Bhabha Atomic Research Center (BARC)"</p>
NF/24/01/3	Medical Physicist (Nuclear Medicine)	Between 21-35 years of age	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. M.Sc in Nuclear Medicine from a recognized University/ Institution</li> <li>2. RSO level-II Certification recognized by AERB.</li> </ol>
NF/24/01/4	Clinical Psychologist	Between 21 -35 years of age	<p><b>Essential:</b> M.A. / M.Sc in Psychology with M.Phil. in Clinical Psychology</p> <p><b>And</b> At least 2 years' experience in Clinical Psychology</p> <p><b>Desirable:</b> Ph.D in Clinical Psychology from recognized University/ Institution.</p>
NF/24/01/5	Child Psychologist	Between 21 and 35 years of age	<p><b>Essential:</b> M.A. / M.Sc in Psychology with M.Phil. in Clinical Psychology</p> <p><b>And</b> At least 2 years' experience in Child and Adolescence mental health.</p> <p><b>Desirable:</b> Ph.D in Clinical Psychology from recognized University/ Institution.</p>
NF/24/01/6	Programmer	Age not exceeding 30 Years	<p><b>Essential:</b> BE/ B. Tech (Computer Science/ Computer Engineering) OR Post graduation in Science or Mathematics OR Post-Graduation in Computer Application.</p>
NF/24/01/7	Store Keeper	Between 18-35 Years	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. Degree from a recognized University/Institution.</li> <li>2. Post-graduate degree/Diploma in Material Management from a recognized University/Institution</li> </ol>



Advt. No	Name of the Post	Age limit	Qualifications
			<b>Or</b> Bachelor's Degree in Material Management from a recognized University/Institution and 3 years experience in store handling (Preferably medical stores)
NF/24/01/8	Junior Engineer (A/c & R)	Age not exceeding 30 Years	<b>Essential:</b> Graduate in Electrical/Mechanical Engineering from a recognized University/Institute <b>Desirable :</b> 2 years' experience in repair and maintenance of large scale Air Conditioning and Refrigeration system <b>OR</b> Diploma in Electrical/Mechanical Engineering from a recognized University/Institute with 5 years' experience in repair and maintenance of large scale Air Conditioning and Refrigeration systems
NF/24/01/9	Library and Information assistant	Between 21-30 Years	<b>Essential:</b> 1. Bachelor's degree in Library Science or Library and Information Service from a recognised University/Institute <b>OR</b> B.Sc. Degree or equivalent from a recognized University and Bachelor Degree of Post Graduate Diploma or equivalent in Library Science from a recognized University or Institute With 2. 2 years Professional experience in a Library of under Central/State/Autonomous/Statutory Organization/PSU/ University or recognized research and education institution. 3. Ability to use computers-Hand on experience in office application, spread sheets and presentations <b>Desirable :</b> Diploma in Computer Application from a recognized University or Institute
NF/24/01/10	Medical Social Service Officer Grade-II	Not exceeding 35 Years	<b>Essential:</b> 1. Master degree in Social Work from a recognized University/Institution 2. Experience in the line with a Welfare or Health Agency, preferably dealing with Medical Public/Health Service <b>Desirable:</b> Specialization, by experience or qualification or training in Medical Social Work including psychiatric services
NF/24/01/11	Perfusionist	Between 18-30 Years	<b>Essential:</b> 1. B.Sc. Degree from a recognised University 2. Certificate in Perfusion Technology (awarded by a recognised institution/Association/Authority such as Association of thoracic and Cardio Vascular Surgeons of India) after a training in a Centre with at least one year experience in Clinical Perfusion <b>Desirable :</b> Working Experience in Clinical Perfusion
NF/24/01/12	Assistant Dietician	Not exceeding 35 years	<b>Essential:</b> 1. M.Sc (Food & Nutrition ) from a recognized University/ Institution. 2. 2 years experience in the line/ preferably in a large teaching hospital.
NF/24/01/13	Technicians (Laboratory)	Between 25 and 35 years of age	<b>Essential:</b> 1. B.sc. In Medical Lab Technology or equivalent 2. Five Years' experience in concerned field <b>Or</b> 1. Diploma in Medical Lab Technology or equivalent 2. 8 Years' experience in the concerned field
NF/24/01/14	Technician (OT)	Between 25 and 35 years of age	<b>Essential:</b> 1. For posts in Anesthesia/Operation Theatre, B.Sc. in OT techniques or equivalent with 5 years' experience in concerned field. 2. 10+2 with science with Diploma in OT techniques or equivalent with 8 years' experience in concerned field.



Advt. No	Name of the Post	Age limit	Qualifications
NF/24/01/15	Embryologist	Between 21-35 Years	<p><b>Essential:</b> Post-graduate in clinical embryology (graduated with full time program with minimum four semesters) from a recognized University with additional three years of human ART laboratory experience in handling human gametes and embryos;</p> <p><b>OR</b> Ph.D. holder full-time Ph.D. project shall be related to Clinical Embryology or assisted reproductive technology or fertility from a recognized university with an additional one year of human ART laboratory experience in handling human gametes and embryos;</p> <p><b>OR</b> Medical graduate(MBBS) or Veterinary graduate (BVSc) with a postgraduate degree in Clinical Embryology (full-time program) from a recognized University with additional two years of ART laboratory experience in handling human gametes and embryos;</p> <p><b>OR</b> Post-graduate in life sciences or Biotechnology with a minimum of one year of on-site, fulltime clinical embryology certified training in addition to four years' experience in handling human gametes and embryos in a registered ART level 2 clinic.</p>
NF/24/01/16	Dental Technician (Hygienist)	Between 21-35 Years	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>10+2 with science from a recognized university/board.</li> <li>Diploma (minimum 2 years duration) from a recognized Institution in Dental Hygiene or Dental Mechanic; or Maxillo-facial prosthesis and Orthodontic appliances.</li> <li>Registered as Dental Hygienist/Dental Mechanic with the Dental Council of India.</li> <li>5 years' experience in the relevant field.</li> </ol>
NF/24/01/17	Nuclear Medicine Technologist	Between 18-30 Years	<p><b>Essential:</b> B.Sc. In Life science and other Science Plus one year diploma in Medical Radiation and isotope Techniques (DMRIT) or equivalent approved by AERB</p> <p><b>Desirable:</b> One year post Diploma (DMRIT) in recognised Nuclear Medicine Laboratory</p>
NF/24/01/18	Medical Record Technicians	Between 18-30 Years	<p><b>Essential:</b> B.Sc. (Medical Records)</p> <p><b>Or</b> 10+2 (Science) from a recognised board with at least 6-month Diploma/Certificate course in Medical Record Keeping from a recognized Institute/University and 2 years' experience in Medical Record Keeping in a Hospital Setup</p> <p><b>And</b> Ability to use computers -Hands on experience in office applications, spread sheets and presentations. Typing speed of 35 words per minute in English or 30 words per minute in Hindi</p>
NF/24/01/19	Lower Division Clerk	Between 18-30 Years	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>12th class or equivalent qualification from a recognized Board or University.</li> <li>Skill Test Norms on Computer Typing Speed @ 35 wpm in English or 30 wpm in Hindi (Time allowed 10 minutes ) ( 35 wpm or 30 wpm correspond to 10500/9000 KDPH on an average of 5 key depression for each word)</li> </ol> <p><b>Desirable:</b> Basic Computer Literacy</p>
NF/24/01/20	Lab Attendant Grade II	Between 18-27 Years	<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>10+2 with science</li> <li>Diploma in Medical Lab Technology</li> </ol> <p><b>Desirable :</b> 2 years' experience in relevant field</p>



Advt. No	Name of the Post	Age limit	Qualifications
NF/24/01/21	Hospital Attendant Grade III (Nursing Orderly)	Between 18-30 Years	<b>Essential:</b> 1. Matriculation from a recognized School/Board. 2. Certificate course in Hospital Services conducted by a recognized organization ( such as St. Johns Ambulance) <b>Desirable:</b> Experience of having worked in a Hospital.
NF/24/01/22	Mortuary Attendant	Between 18 and 30 years	<b>Essential:</b> Matriculation from a recognized Board/University Desirable Experience of working mortuary
NF/24/01/23	Executive Assistant (NS)	Between 21-30 years	<b>Essential:</b> 1. Degree of recognized University or equivalent 2. Proficiency in computers
NF/24/01/24	Personal Assistant (S)	Between 18-30 years	<b>Essential:</b> i. Degree from a recognized University. ii. Skill Test Norms: Dictation-10 Minutes @ 100WPM Transcription- 40 Minutes English or 55 Minutes Hindi on a Computer <b>Desirable:</b> Diploma/Certificate in Secretarial Practice from a recognized Institute. Excellent command over Hindi and English (written and spoken)
NF/24/01/25	Stenographer	Between 18-27 years	<b>Essential:</b> i. 12 <sup>th</sup> class or equivalent qualification from a recognized Board or University iii. Skill Test Norms: Dictation-10 Minutes @ 80WPM Transcription-50 Minutes English or 65 Minutes Hindi on a Computer <b>Desirable:</b> Excellent command over Hindi and English (written and spoken)
NF/24/01/26	Library Attendant Grade-II	Between 21-30 years	<b>Essential:</b> Certificate/ Diploma course in Library Science or Library and Information Service from a recognized University/Institute. <b>Desirable:</b> Ability to use computers- Hands on experience in office applications.

### 3. **IMPORTANT NOTE TO THE CANDIDATES:**

- All the posts carry usual allowances as admissible to Central Government Employees of similar status as stationed at AIIMS, Mangalagiri.
- Application Process:**-The aspiring applicants satisfying the eligibility criteria in all respect can submit their application only through **ONLINE** mode. The On-line registration of application is made available on AIIMS, Mangalagiri official website i.e., [www.aiimsmangalagiri.edu.in](http://www.aiimsmangalagiri.edu.in).
- Candidates must fill all the fields of online application form **correctly**. There is no provision for correcting the details after submission of online application form. Request for change in any information at later stage will not be considered.
- Candidates who wish to apply for more than one post should apply separately for each post and pay the applicable fee for each post through online/digital mode only.*
- For filling up of Online application, candidates must have the following pre-requisites ready:
  - Valid e-mail-id.
  - Scanned Passport size photograph of candidate (in JPG format).
  - Scanned Signature of the candidate (in JPG format).
  - Date of Birth certificate/10<sup>th</sup>/Matriculation Certificate.
  - All necessary Educational Certificates as per qualification criterion



- (vi) Caste Certificate (if any).
- (vii) PWBD Certificate (if any)
- (viii) Any other details as per the advertisement.

6. The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the post applied for. They must be fulfilling all eligibility criteria as on the closing date of applications failing which their application will be rejected. In case it is found that they are not fulfilling any of the criteria at any stage, their candidature will summarily be rejected at any stage.
7. The candidate must ensure that their photo and signature should be clearly visible in preview at the time of filling of application in online mode.

8. **Cities/ Test Centers for Computer Based Test (CBT):**

<b><u>Test Centers for CBT</u></b>			
i. Vijayawada	ii. Chennai	iii. Mumbai	iv. New Delhi
v. Kolkata	vi. Jaipur	vii. Lucknow	viii. Patna
ix. Bhopal	x. Thiruvananthapuram	xi. Bengaluru	xii. Guwahati
xiii. Hyderabad	xiv. Ahmedabad	xv. Raipur	xvi. Bhubaneswar

9. Candidates may carefully note that the 'Centre' for Computer Based Test once opted in the online application, shall be final and request for change of City/ Centre will not be entertained further.
10. AIIMS, Mangalagiri reserves the right to cancel any centre and ask candidates of that centre to appear from another centre.
11. AIIMS, Mangalagiri also reserves the right to divert candidates of any centre to some other centre to take the test.
12. Candidates cannot claim to be allotted a centre of their choice, as a matter of rights. The AIIMS Mangalagiri having discretion to allot a Centre for the Screening Test.
13. The On-line application will be closed on the last date of the receipt of application.
14. The candidature of such applicants who fails to complete the online application submission by the stipulated date and time will be treated as incomplete and no correspondence in this regard will be entertained.

4. **Method of Selection:**

Sl. No	Name of the post	Method of Selection
1.	For Group A posts	Interview
2.	For Group B & C posts	Online mode of CBT examination only

\*Syllabus & Scheme of examination for each post will be notified in due course of time in the institute website.

• **For Group-A posts:**

- The mode of selection will be based on the performance of Interview only; however the Institute may hold a Screening Test or any other screening process to shortlist candidates to be called for Interview in those posts against which more eligible candidates will apply. The decision of the Institute in this regard will be final. The performance in Screening Test will carry no weightage in the Interview and the final selection will be based on the performance of the Interview only.

• **For Group-B and Group-C posts:**

- The mode of Selection will be done on the basis of performance of candidate in Computer Based Test (CBT) in the order of merit subject to qualifying the 'Skill Test' (if



conducted) and fulfilling the eligibility criteria by candidates during document verification.

- Skill test, if decided, 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 Mangalagiri in due course.

## 5. AGE RELAXATION: -

- Age relaxation and reservation shall be permissible to SC/ST/OBC(NCL) candidates only against the vacancies reserved for them on submission of valid caste/category certificate. The particular caste to which the candidate belongs should be included in the list of reserved communities issued by the Central Government.
- Age relaxation permissible to candidates of various categories beyond the prescribed upper age limit of the advertised posts is as under:-

Sl.	Category	Age Relaxation	Remarks
a)	OBC- Non Creamy Layer (NCL)	3years	Only for posts reserved for OBC- NCL
b)	SC/ST	5years	Only for posts reserved for SC/ST
c)	PwBD	10years	With not less than 40% of specified disability and provided that the age of applicant shall not exceed 56 years
d)	Central Government/ State Government and autonomous institutions of Central and State Governments	5years	With 3 years regular and continuous service
e)	Ex-servicemen/ Commissioned Officers	Length of military service increased by three years	
f)	Age relaxation to any other category will be as per the Government of India rules.		
g)	Candidates belonging to SC/ST/OBC category who are also coming under the category of Ex-servicemen or PwBD or Central Govt. employees will be eligible for grant of cumulative age-relaxation under both categories, if they apply for the posts reserved for their category.		
h)	All the above-mentioned relaxations in upper age limit shall be permissible only on fulfillment of terms and conditions mentioned in the relevant rules.		

## 6. GENERAL INSTRUCTIONS:

- Candidates applying under any of the reserved category posts, viz. SC/ST/OBC/PwBD will be considered subject of Caste / PwBD Certificate issued by the Appropriate/ Competent Authority on the prescribed format. Community should be clearly and legibly mentioned in the certificate. OBC candidate's eligibility will be based on the Caste(s) borne in the Central List of Government of India. OBC candidate(s) should not belong to Creamy Layer and their sub-caste should match with the entries in Central List of OBC, failing which their candidatures will not be considered under any of the applied reserved category post(s).
- Only such persons would be eligible for reservation under PwD-BL quota in service/posts who suffer from not less than 40% of physical disability as identified for that post as per Govt. of India instructions. Person who wants to avail the benefit of reservation would have to submit a Disability Certificate issued by a Competent Authority in prescribed format.
- Ex-servicemen (Ex-SM) who have already secured employment in civil side under Government in Group 'C' or 'D' posts on regular basis after availing the benefit of reservation giving to ex-servicemen for their reemployment are not eligible for reservation in Ex-SM category. However, such candidate can avail of the benefit of reservation Ex-SM for subsequent employment, if he/she immediately after joining civil employment, gives self-declaration cum under taking to the concerned employer about the various vacancies for which he had applied for before joining the initial civil employment as mentioned in the DOPT OM dated 14/08/2014.



4. A Matriculate Ex-Servicemen (non-graduate Ex-Serviceman, who has obtained the Indian Army Special Certificate of Education or corresponding certificate in the Navy or the Air Force) who has put not less than 15 years of service with the Armed Forces of the Union shall be considered eligible for appointment to the reserved vacancies for Ex-SM in Group 'C' posts.
5. **Qualification and Experience:** Qualification and experience as prescribed may be relaxed in exceptional cases at the discretion of the Competent Authority. The experiences will be counted as on the last date of submission of 'On-line application'.
6. Candidates applying for the 'Group A' posts are required to **mandatorily send** a duly signed print-out of their online application form along with self-attested copy of documents in support of their eligibility i.e. qualification, experience, age/date of birth, category etc. to the given address through **Speed Post/Registered Post** so as to reach **within 10 days** from the last date of online application failing which candidature of the applicant may not be considered. The Institute shall not be responsible for any postal delay.
7. The envelope containing the print out of application form and self-attested copies of documents should be super-scribed "**Application for the Post of .....**" and be sent to the following address:

**Recruitment Cell,  
Room No: 205, 2<sup>nd</sup> Floor,  
Library & Admin Building,  
AIIMS, Mangalagiri, Guntur,  
Andhra Pradesh, Pin – 522 503**

- Candidates applying for **Group B & C posts** **need not to send hard copies** to the above mentioned address. 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.

#### 8. APPLICATION FEES:

S.No	Category of the Candidate	Application Fee	Processing Fee	Total Fee Payable
(a)	(b)	(c)	(d)	(e) = (c+d)
1.	UR, OBC, EWS	Rs.1400	Rs. 100	Rs. 1500
2.	SC, ST, Ex-SM	Rs. 900	Rs. 100	Rs. 1000
3.	Persons with Disabilities	-	-	Exempted

- i. The candidate can pay the prescribed application fee through DEBIT CARD/CREDIT CARD/ NETBANKING. Transaction / Processing fee, if any, as applicable, will be payable to the bank by the candidate.
  - ii. Application fee once remitted shall not be refunded under any circumstances.
  - iii. Candidates applying in more than one post have to apply separately for each post by paying the examination fee separately for each post.
  - iv. Application fee, once remitted, shall not be refunded under any circumstances even if rejection of application due to ineligible for that applied post.
  - v. Applications without the prescribed fee would not be considered and summarily rejected.
  - vi. **Application Fees of SC/ST candidates who appear in the Examination/Interview will be refunded in their source (debited) account after the declaration of results in due course of time.**
9. The applicants already in Government service shall have to produce **No Objection Certificate (NOC)** from their present employer at the time of Document verification. Therefore, while applying for the post, candidates have to take prior permission from their employer in case of Government service.



10. **The decision of the AIIMS Mangalagiri in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of Screening Test, examination centers etc. will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.**

11. *No TA/DA will be paid for appearing Computer based test/ Skill test/at any stage of selection process.*

12. *In the event of tie in scores of candidates in CBT/ examinations, merit will be decided by applying following criteria, one after another in the order given below, till the tie is resolved:-*

- a) *By using marks secured in concerned Subject of respective post: candidate with high score in concerned subject specific for the post (if any) in CBT will be placed higher in the order of merit.*
- b) *By using number of wrong answers: candidate with less wrong answers (negative marks) in CBT will be placed higher in order of merit.*
- c) *By date of birth: older candidate will be placed higher in the order of merit.*
- d) *By alphabetical order in which the names of the candidates appear.*

7. **OTHER CONDITIONS**

- (i) The All India Institute of Medical Sciences Mangalagiri is an autonomous body established by an Act of the Parliament.
- (ii) Service under the Institute is governed by AIIMS Act and the Rules & Regulations framed there under.
- (iii) **Probation period:** The period of probation is two years.
- (iv) **Medical Fitness:** Appointment of selected candidates is subject to his/her being declared medically fit by the competent Medical Board.
- (v) The applicants, who do not have requisite qualifications / experiences as advertised as on the last date for submission of applications, will not be considered. However, in case they are called for Screening Test (Computer Based Test) and appeared for the test does not confer any rights for selection in case they are found not meeting eligibility criteria later on.
- (vi) Incomplete application(s) will be summarily rejected. Applications received after the last date of submission of application will not be considered.
- (vii) The period of experience wherever prescribed shall be counted after obtaining the prescribed essential educational qualification.
- (viii) The employees of the Institute will be governed by the New Pension Scheme as per the provision contained in the Ministry of Finance, Department of Economic Affairs (ECB&PR Division). Notification No.5/7/2003-ECB&PR dated 22.12.2003.
- (ix) The post(s) is/are whole time and will not engage in any trade or business or undertake any employment full-time or part-time while in the service of the Institute without the explicit permission of the Director or the Officer authorized by him/her in this behalf.
- (x) AIIMS Mangalagiri reserves the rights to increase or decrease the number of vacancies.
- (xi) Candidates should note that their candidature will remain provisional till the veracity of the document submitted by them is verified by AIIMS, Mangalagiri.
- (xii) In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of offer of appointment letter, the institute reserves the right to modify/withdraw any communication made to the candidate.
- (xiii) While every effort will be made to provide residential accommodation to the staff appointed at the Institute subject to availability but in view of the paucity of the residential accommodation in the campus it may not be possible to provide accommodation in every



case. In the event that no accommodation is provided, necessary H.R.A. as admissible to Central Government Servants of similar status stationed at Mangalagiri, Guntur (Dist), Andhra Pradesh will be provided.

- (xiv) Canvassing of any kind will be a disqualification.
- (xv) The candidate should not have been convicted by any Court of Law.
- (xvi) In case any information given or declaration by the candidate is found to be false or if the candidate has willfully suppressed any material information relevant to this appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the Appointing Authority.
- (xvii) The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice. Any corrigendum / addendum/ amendment to this advertisement and further details about Screening Test (Computer Based Test)/ Skill test will only be posted in our website. Therefore, candidates are advised to regularly visit our website for any updates about this advertisement & selection process.
- (xviii) The decision of the Competent Authority regarding CBT, verification of documents and selection would be final and binding on all candidates. No representation/correspondence will be entertained in this regard.
- (xix) In case of any assistance or clarifications regarding the recruitment please contact: **contact.nf2024aiimsmg@gmail.com**. Subject line of e-mail should consist of Post applied along with Application ID.
- (xx) All disputes will be subject to jurisdiction of Court of Law at Mangalagiri (Andhra Pradesh).

**Sd/-**  
**Director**  
**AIIMS, Mangalagiri**

---

**All India Institute of Medical Sciences, Mangalagiri, Guntur Dist., Andhra Pradesh -522503**