

अखिल भारतीय आयुर्वेद संस्थान
ALL INDIA INSTITUTE OF AYURVEDA (AIIA)
आयुष मन्त्रालय, भारत सरकार के अन्तर्गत स्थापित संस्थान
(An Autonomous Organization under the Ministry of AYUSH, Govt. of India)
गौतमपुरी, सरिता विहार, मथुरा रोड, नई दिल्ली - ११००७६
Gautampuri, Sarita Vihar, Mathura road, NEW DELHI-110076

F.No.A-17001/2/2/2015-AIIA/WII/Vol.II

7th May, 2018

ADVERTISEMENT FOR ENGAGEMENT OF STAFF ON CONTRACT THROUGH 'WALK IN INTERVIEW'

All India Institute of Ayurveda (AIIA) under the aegis of Ministry of AYUSH, Govt. of India is a 200 bed referral hospital and imparts Postgraduate, Post-doctoral and super specialty Fellowship Programmes in major streams of Ayurveda. In order to fill up the following post on contract (temporary) basis, AIIA invites applications from the interested and eligible candidates:-

S.No.	Name of Post	No of post(s)	Nature of engagement	Upper age limit	qualification & experience	Remuneration (Rs.)
1.	Billing Clerk	1(one)	Full Time	30 years	• Graduate degree from recognized University, preferably B. Com with knowledge of MS Office	➤ Rs.20,000/- per month (Consolidated)

Candidates fulfilling the eligibility criteria as mentioned above may appear for 'Walk-in-Interview' in Committee Room of Academic Block of AIIA on 17th May, 2018 at 11 AM along with duly filled in prescribed application, original testimonials and two sets of photo copies of the following certificates with original certificates for verification:-

- Certificate in support of age (high school/matriculate) issued by any recognized Board
- Certificate in support of educational qualification & experience

Conditions/ Instructions: -

- No TA/DA will be admissible for appearing in interview or for joining the institute.
- No other facility/perks are admissible, except fixed remuneration as mentioned above.
- Institute also reserves the right to change contractual appointment any time to engagement on outsource basis through outsourced agency in which case wages as notified by Delhi Government for Graduates & above will be payable with statutory deductions under the applicable Laws.

4. The number of posts may 'vary' depending upon the requirement and discretion of Competent Authority, AIIA.
5. In case number of eligible candidate exceeds the number of post, Competent Authority AIIA has full powers to conduct screening test and on the basis of merit, candidates shall be allowed to appear in the Interview.
6. Mere fulfilling the minimum qualification and experience is not the criteria/parameter for calling for Interview. Competent Authority AIIA may short list the candidate on the basis of higher qualification and experience whereupon screening test is not possible.
7. Initially the duration of all above said post will be three months on contractual, purely on temporary basis. However, contractual engagement may be extended further as per requirement or may be terminated at the discretion of Competent Authority, AIIA without assigning any reason thereof.
8. Candidate shall be engaged on contract & purely on temporary basis which will not confer any claim for future appointment to any post in the Institute in whatsoever manner.
9. The appointee engaged on full-time basis with the institute is not allowed to accept other assignment during the period of contract.
10. Candidates are advised to ensure that they fulfill the eligibility criteria as mentioned in the advertisement before coming for the Walk-in-Interview.
11. The competent authority reserves the right for any amendment, cancellation and change in this advertisement in whole or part thereof without assigning any reason.
12. The selected candidate will have to join within a week's time from the date of issue of offer of engagement.
13. In case of any change or amendment in time, venue, date or related to any matter of this advertisement, it will be displayed on the website only and no separate advertisement shall be issued.

(Prof. Dr. Tanuja Manoj Nesari)
Director