



INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES: SHEIKHPURA: PATNA-14

(AN AUTONOMOUS INSTITUTE OF GOVT. OF BIHAR)

Tel.: 0612 - 2297631, 2297099 Fax: 0612 - 2297225; Website: www.igims.org E-Mail: director@igims.org

Memo No.
To,

/Adm.

Dated: -....-2021

Mob. No. 9431664293

Dr. Akriti Singh

D/O: Shri V. P. Singh

A/16, Sri Ram Path, New Punai Chak

P A T N A-800023-(Bihar)

Sub: **Appointment to the post of ASSISTANT PROFESSOR (Anaesthesiology) in the Dept. of Trauma & Emergency (Category: U/R-Female)**

Dear Sir/Madam,

With reference to your application against advertisement No.04/Faculty/IGIMS/Estt./2020 and subsequent interview held on 18-09-2020, for the post of ASSISTANT PROFESSOR: (ANAESTHESIOLOGY) in the department of Trauma & Emergency, at this Institute, you are hereby informed that on the recommendation of Standing Selection Committee and in anticipation of the approval of Board of Governors, you are hereby appointed to the post of ASSISTANT PROFESSOR: ANAESTHESIOLOGY in the department of Trauma & Emergency in the Pay- Band-3: **Rs.15600-39100+GP: 8000 + NPA**, against sanctioned post. However, your appointment is provisional subject to post facto approval by BOG.

Accordingly, the aforesaid post is offered to you on the terms and conditions as made applicable at this Institute and as amended from time to time, some of which are as indicated hereunder:

- The post is **non-practicing** and private practice of every kind, including laboratory, as consultant practice, directly or indirectly is strictly prohibited. If found guilty of indulging in private practice, directly or indirectly, your services will be terminated. **You will have to give an affidavit to this effect, on oath, at the time of your joining.**
- You will be put on probation for 02 (Two) years, from the date of initial joining on the aforementioned post. During probation, if your performance and conduct is not found satisfactory by the competent authority of the Institute or there is any allegation against you of serious nature including misconduct/misbehavior, your services shall be terminated at any time, without any notice. Your probation can be extended on the basis of your overall performance. On satisfactory completion of **Probation Period**, your services will be confirmed, on approval of the competent authority.
- All the terms and conditions mentioned above, notwithstanding, your services can be terminated by giving 03 (Three) months notice or pay in lieu of notice period without assigning any reason. Similarly, you can also resign by submitting 03 (Three) months notice or 03 (Three) month's salary, in lieu of notice period.
- The appointment will be further subject to compliance of the following requirement, on the part of appointee.
 - Production of a certificate of fitness, from the **Medical Board** of the Institute, before you assume charge of the post. **The date of Medical Examination** will be intimated you on reporting to the **Medical Superintendent's office**.
 - Production of **original certificates** in support of **age, qualification, experience** (Caste and Domicile- If applicable) etc.
 - If employed, you will have to submit proper discharge certificate, after resignation or LIEN from your present department, and if you are not employed, you will have to submit an AFFIDAVIT to the effect that you are not employed anywhere, failing which your joining will not be accepted and the appointment will stand cancelled.**
 - Good character certificate, from 02 (Two) Gazetted Officers, of the Central/State Government or Executive Magistrate, in prescribed form (To be made available by the office).
 - A statement of marital declaration, family declaration, Property declaration and Home Town declaration (To be made available by the Office).
 - Attestation form (In Duplicate-To be made available by the Office)
 - Candidates belonging to SC/ST category, must submit their Caste Certificate, duly issued by the Circle Office of their respective Circle of Bihar (If Applicable)
 - Candidates belonging BC/EBC/(MBC) must submit their Caste Certificate, along with **Certificate of exemption from Creamy-Layer**, duly issued by the Circle Officer of their respective Circle of Bihar (If Applicable)
- Other conditions of service will be as are provided for, in the rule, the regulation, etc. of the Institute and as amended from time to time.
- You may please note that you will be required to confirm in writing to abide with the conditions mentioned in Sl. No. 01, 02 & 03 and the rules, regulation, discipline and code of conduct prevailing in this Institute and those imposed by the Institute on their employees from time to time; else joining will not be accepted.**
- You are liable to serve in any of the Rural Health Centers of the Institute, if so required.
- If any of the declaration made or information furnished by you proved to be false or you are found to have willful suppressed any fact/information, you will be liable for removal from the Institute's services, besides any other action that the Institute may deemed necessary.
- Stay in the Institute's campus is compulsory, if accommodation is provided. If not provided, HRA's admissible as per rule.
- If the offer is acceptable to you on the afore-said conditions, you may please communicate your acceptance to the undersigned, within 07 (seven) days and also report your-self for duty, on or before **29-01-2021**, during working hour. If you do not join the post by the stipulated date, you should consider this offer of appointment as **cancelled/withdrawn**, unless and until communicated otherwise.
- Joining will be accepted from the date on which all the required paper/s are submitted to the office and a written communication from the office indicating acceptance and date of your joining.
- No travelling or other allowance will be payable to you for obtaining the Medical Fitness or other certificate or for joining to the post at the Institute. **The receipt of this letter may please be acknowledged.**

Memo No. 244 /Adm.

Copy forwarded to the Director's Cell/Dean/ Principal, Medical College/Medical Superintendent/H O D: Trauma & Emergency /S.E.Biomedical (For Up-dating the Institute's website)/Accounts Section/Reservation Cell/Engineering (Civil & Electrical) Cell/Library/O.P.D./Personal File/Guard File for information and needful.

Sd/-
Director,

I.G.I.M.S., Patna-14

Dated: 11-01-2021

Director.



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Memo No.

/Adm.

Dated:-2021

To,

Mob. No. 7992205226, 8409437561

Dr. Govind Prasad

S/O: Shri Sudhir Prasad

Flat No. 301, Block -A, Mahavira Apartment, Jahaji Kpithi (Near Bharat Blood Bank) Kadamkuan,

PATNA-800003-(Bihar)

Sub: **Appointment to the post of ASSISTANT PROFESSOR in the Dept. of General Medicine (Category: U/R against UR Female)**

Dear Sir/Madam,

With reference to your application against advertisement No.04/Faculty/IGIMS/Estt./2020 and subsequent interview held on 18-09-2020, for the post of ASSISTANT PROFESSOR: GENERAL MEDICINE, at this Institute, you are hereby informed that on the recommendation of Standing Selection Committee and in anticipation of the approval of Board of Governors, you are hereby appointed to the post of ASSISTANT PROFESSOR: GENERAL MEDICINE in the Pay- Band-3: Rs.15600-39100+GP: 8000 + NPA, against sanctioned post. However, your appointment is provisional subject to post facto approval by BOG.

Accordingly, the aforesaid post is offered to you on the terms and conditions as made applicable at this Institute and as amended from time to time, some of which are as indicated hereunder:

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Sd/-
Director,

I.G.I.M.S., Patna-14

Dated: 11-01-2021

[Signature]
Director.