

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

EMPLOYMENT NOTICE

Applications are invited from Indian citizen for appointment on deputation/Contract basis for the posts mentioned as under latest by **22-06-2015 up till 3:30 P.M** by Registered/Speed Post/Courier.

1. Financial Advisor 2. Finance & Chief Accounts Officer.

Details of eligibility criteria, age, pay, reservation etc. may be seen on Institute's website www.igims.org

Advt. No. 08/FA/IGIMS/ Estt./2015

Director,
IGIMS, Sheikhpura, Patna – 14 (Bihar)

Details of eligibility criteria & other terms

1. Financial Advisor :- (One Post)

On Deputation

Qualification & Experience :-

Officers from any of the Central organised Accounts services holding analogous post or posts in the pay scale of Rs. 10000-325-15200 (Pre-revised), PB-3 Rs. 15600-39100+GP Rs. 6600 (Revised) with 5 years of regular service in the grade.

In the event of not finding suitable officers from the organised Accounts Services, officers in the Finance and Accounts Departments of Central Statutory/Autonomous Bodies or Public Sector undertaking holding the posts of the level specified above shall be considered

Age :- Maximum upper age limit 56 years as on last date of application.

Scale of Pay :- Rs. 15600-39100+GP Rs. 7600

Period of Deputation :- Initially for one year extendable up to further 02 years.

If candidate through deputation is not available, then Financial Advisor post may be filled through contract.

Contract

Qualification & Experience :-

Officers from any of the Central organised Accounts services holding analogous posts or posts in the pay scale of Rs. 10000-325-15200 (Pre-revised), PB-3 Rs. 15600-39100+GP Rs. 6600 (Revised) with 5 years of regular service in the grade.

In the event of not finding suitable officers from the organised Accounts Services, officers in the Finance and Accounts Departments of Central/State Government Statutory/Autonomous Bodies or Public Sector undertaking holding the posts of the level specified above shall be considered.

Age :- Maximum upper age limit 62 years as on last date of application.

Remuneration :- Last pay drawn minus pension.

Period of Contract :- Initially for one year extendable up to further 02 years.

2. Finance & Chief Accounts Officer:- (One Post)

On Deputation

Qualification & Experience :

- i) Officers from any of the Central organised Accounts Services holding an analogous post or a post in the pay scale of Rs. 8000-275-13500 (Pre revised) Rs. 9300-34800+GP Rs. 5400 (revised) with 05 years of regular service in the grade or
- ii) Audit/Accounts Officer from any of the Central organised Accounts Departments with 07 years regular service in the scale of Rs. 7450-225-11500 (Pre- revised), Rs. 9300-34800+GP Rs. 4600 (revised) or equivalent.

In the event of suitable officers from the Central government being not available, similar officers in the Finance/Accounts Departments of the Central Statutory/Autonomous Bodies or Public Sector undertaking shall be considered.

Age :- Maximum upper age limit 56 years as on 22-06-2015

Scale of Pay :- Rs. 15600-39100+GP Rs. 6600

Period of Deputation :- Initially for one year extendable up to further 02 years.

General Instruction

1. Interested candidates for appointment to the posts mentioned Above may send their applications on the prescribed format completed in all respect along with self attested photocopies of their educational certificates and certificate of age proof, testimonials and recent passport size photograph.

2. Candidates applying for deputation should apply through proper channel.
Employees of Govt./Semi Govt. department must apply through proper channel and in case of advance application "NOC" must be submitted at the time of Interview.
3. All applications completed in all respect should be accompanied with self attested photo copies of certificates/testimonials and recent passport size photograph as well as requisite fee (non refundable) in the form of Bank Draft of Rs. 500/- (Rupees Five Hundred only), Rs. 125/- (Rupees One Hundred Twenty Five only for SC/ST) in favour of Director, IGIMS, Sheikhpura, Patna- 14, payable at Patna.
4. Incomplete application and applications received late and after last date will not be considered.
5. Reservation will be given as per Bihar Govt. Reservation policy.
6. Director, IGIMS reserves the right to reject any or all applications without assigning any reason.
7. The applications should reach by registered/speed post/Courier to the Director, IGIMS, Sheikhpura, Patna – 14 (Bihar) on or before **22-06-2015 up till 3:30 P.M.**
8. Canvassing in any form will be disqualification.
9. The post is non-practising and Pvt. Practice of every kind is prohibited and can be terminated if found indulging in Private practice.
10. Candidates are requested to super-scribe the words "Application for the post applied for" on the top of the envelope while sending the application form.
11. No TA/DA is admissible for attending the Test/Interview.

(Dr. N. R. Biswas)
Director.

Memo No.

Date :

Copy forwarded to :

- 1.. Director Cell/M. S. Cell/Accounts Section/Reservation Cell.
2. Sri Shailendra Kumar Singh, Senior Bio-Medical Engineer for making it available on Institute's website.
3. Concerned DA for advertisement in English and Hindi News Paper after getting proper approval of the undersigned.

(Dr. N. R. Biswas)
Director.

INDIRA GANDHI INSTITUTE OF MEDICAL SCIENCES, SHEIKHPURA, PATNA-800 014 (BIHAR).

PROFORMA FOR APPLICATION

1. Advertisement No. : Recent Passport
Size Photograph

2. Name of the Post :

3. Name of Applicant :

4. Father's Name :

5. Date of Birth :

6. Age as on 22-06-2015 : Yr.Month Days

7. Permanent Address :

8. Address for Correspondence :

9. Contact No. :

10. **Educational Qualification:-** :

Sl. No.	Particular of Exam. Passed	Name of Board/Univ.	Year of passing	Division/ Class	Marks obtained	Percentage of Marks
1						
2						
3						
4						
5						
6						

11. **Working Experience:-**

Sl. No.	Name of the Institution	Designation	From	To	Nature of Duties
1					
2					
3					
4					
5					

12. Whether belongs to SC/ST/BC-I or BC-II :-

(Caste Certificate issued by DM/DC for SC/ST candidates along with domicile certificate and Caste certificate issued by DM/DC for MBC (BC-I) and OBC (BC-II) candidates with exemption from creamy layer along with domicile certificate should be attached).

13. Details of Bank Draft with Date, Place & Amount.

Name of the issuing Bank	Place	D.D. No.	Date of issue	Amount

Place :

Date :

Signature of applicant