



अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छत्तीसगढ़)
All India Institute of Medical Sciences, Raipur (Chhattisgarh)
Tatibandh, GE Road,
Raipur-492 099 (CG)
www.aiimsraipur.edu.in

Admin/Rec./Dental/2016/AIIMS.RPR

Date: 28.03.2016

Recruitment of Technical Officer (Dental)/ Dental Technician on Contractual Basis for 11 (eleven) months.

AIIMS Raipur is an apex health care institute, being 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 quality tertiary level health care in the country and attaining self – sufficiency in graduate and postgraduate Medical education and training, the PMSSY has setup 6 new AIIMS institutions in underserved areas of the country.

AIIMS, Raipur invites **online applications** from Indian nationals for the post of Technical Officer (Dental)/ Dental Technician **on contractual basis for 11 months** with the following criteria:

Sr.No.	Essential Qualification/Desirable Qualification and Experience	Upper Age Limit for Direct Recruitment	Number of Post(s)
1.	Essential: (i) 10 + 2with Science from a recognized University/ Board. (ii) Diploma (minimum 2 years duration) from a recognized Institution in Dental Hygiene; or Dental Mechanic; or Maxillo— facial prosthesis and Orthodontic appliances. (iii) Registered as Dental Hygienist/ Dental Mechanic with the Dental Council of India. (iv) 5 years Experience in the relevant field.	Between 21-35 years of age	02 (UR-01, OBC-01)

Note:

1. Age and all other qualifications will be counted as on the last date of application.
2. The above vacancies are provisional and subject to variation. The Director, AIIMS, Raipur reserves the right to vary the vacancies including reserved vacancies as per the Govt. of India rules/circulars and requirements. **The reservation will be followed as per Government of India Rules.**

GENERAL CONDITIONS

1. The aspiring applicants satisfying the eligibility criteria in all respect can submit their application only through **ON-LINE** mode. The On-line registration of applications will be available on AIIMS Raipur web site www.aiimsraipur.edu.in from **28.03.2016** (10:00 A.M.) to **27.04.2016** up to 5:00 P.M.
2. For filling up of Online application, candidates must have the following pre-requisites ready :-
 - (i) Valid e-mail ID.
 - (ii) Scanned Passport size photograph of candidate (in JPG format).
 - (iii) Scanned signature of the candidate (in JPG format).
 - (iv) Online payment detail of the required application fee.

GUIDELINES FOR SCANNING THE PHOTOGRAPH & SIGNATURE

Before applying online a candidate will be required to have a scanned (digital) image of his/her photograph and signature as per the specifications given below:

(i) PHOTOGRAPH IMAGE :

- Photograph must be a recent passport size colour picture.
- The picture should be in colour, against a light-coloured, preferably white, background.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200 x 230 pixels (preferred)
- Size of file should be between 20 kb–50 kb
- Ensure that the size of the scanned image is not more than 50 KB.

(ii) SIGNATURE IMAGE:

- The applicant has to sign on white paper with Black ink pen.
- The signature must be signed only by the applicant and not by any other person.
- The signature will be used to put on the Hall Ticket and wherever necessary.

- If the Applicant's signature on the answer script, at the time of the examination, does not match the signature on the Hall Ticket, the applicant will be disqualified.
 - Dimensions 140 x 60 pixels (preferred)
 - Size of file should be between 10 kb – 20 kb
 - Ensure that the size of the scanned image is not more than 20 KB
3. **Candidates should fill in the online application form, take a print out and must submit it along with self attested copy of all the required documents by Speed Post /Registered Post to Administrative Officer, AIIMS, Tatibandh, Raipur (C.G.) Pin 492099 within 15 (Fifteen) days from the last date of application. The envelope should be super-scribed "APPLICATION FOR THE POST OF TECHNICAL OFFICER (DENTAL)/ DENTAL TECHNICIAN".**
4. The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the aforesaid post and must fulfill all the eligibility criteria on or before **27.04.2016**, failing which their application will be rejected.
5. The On-line Registration will be terminated by **05:00 PM** on **27.04.2016**. The candidature of such applicants who fail to complete the online registration by the stipulated date and time will not be considered and no correspondence in this regard will be entertained.
6. **Application Fees:** For General/OBC category **Rs. 1000/-** is required to be remitted online only. Any other instrument of payment is not acceptable. Please make sure to correctly mention the Transaction number, Date/Time and Bank of which remittance is made in your application form for reconciliation. Also make sure to get the confirmation of the successful remittance by your bank and retain the proof of the same which may be required at the time of written Test. The Application fee is non-refundable.
6. **While applying online, in the preview of the form, the candidate's Photo and Signature must be clearly visible to candidate**, if photo/signature image is small in size or not visible in preview on website, then it means that the photo/signature is not as per the AIIMS prescribed format and your application will be rejected. So, be careful while uploading your photo and signature.

7. **For OBC Candidate:** Candidates must attach certificate valid for the posts under the **Central Government of India** which mentions that the Candidate does not belong to Creamy Layer. Date of issue of Certificate should not be earlier than 1 year from the last date of submission of Application Form, **which is 27.04.2016 (AN) i.e. should not be issued before 27.04.2015.**
8. The candidates are advised to bring copy of Application Form at the time of Written Test along with Admit Card/Call Letter at the Examination Centre and hand over the same to the Invigilator during marking their attendance, failing which their candidature/ performance in the written test will not be considered.
8. Upper age limit of 35 years for UR. Age relaxation of 03 years for OBC candidates. The upper age limit shall be determined as on the last date of registration of application as specified above.
9. The written test will be held in Raipur only. The candidates are advised to download their Admit Card from AIIMS web site www.aiimsraipur.edu.in as no admit card will be sent by post. The Admit Cards will be hosted on AIIMS website.

Written Tests for Dental Technical Officer (Dental)/ Dental Technician

The Centre for Written tests will be at Raipur **ONLY**

- i) Duration: 120 minutes
- ii) Maximum Marks: 100
- iii) Objective type / Multiple Choice Questions.
- iv) No negative marking.

Selection:

The decision of Director, AIIMS, Raipur in this regard shall be final and binding. The offer of appointment when made will be provisional and subject to verification of credentials (Educational & Personal) by competent authority. The vacancies are provisional and subject to variation. The Director, AIIMS, Raipur reserves the right to vary the vacancies including reserved vacancies.

10. All the original certificates/documents will be verified at the time of joining. On the basis of written test, the shortlisted candidates must bring all original certificates along with one set of photocopy, duly attested at the time of joining, viz.:
- i) Copy of downloaded application form.
 - ii) Copy of downloaded Admit Card.
 - iii) Certificate showing the Date of Birth.
 - iv) Certificate of passing High School or its equivalent from a recognized University/Board.
 - v) Diploma/Certificate of Dental Hygiene/ Dental Mechanic/ Maxillo—facial prosthesis and Orthodontic appliances/Certificate of Registered as Dental Hygienist/Dental Mechanic with Dental Council.
 - vi) “No Objection Certificate” if in employment.
 - vii) Caste Certificate if applied under OBC Category.
 - viii) Experience certificate, if any.
11. Canvassing of any kind will lead to disqualification.
12. The selected candidate may have to work in shifts and can be posted at any place in the institute.
13. The selected candidate is expected to confirm to the rules of conduct and discipline as applicable to the institute employees.
14. The candidate should not have been convicted by any Court of Law.
15. 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 his/her appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.
16. The decision of the competent authority regarding selection of candidates will be final and no representation will be entertained in this regard.
17. All disputes will be subject to jurisdictions of Court of Law at Raipur.
18. No TA/DA will be paid.
19. All disputes will be subject to jurisdictions of Court of Law at Raipur.
20. Appointment of selected candidates is subject to his/her being declared medically fit by competent Medical Board.
21. Name of the shortlisted candidates will be displayed in the institute website.

No separate Individual intimation will be sent. Beside, all information regarding Written Test etc. will also be provided through the Institute website only. The Institute will not be responsible in any manner if a candidate fails to visit / access the website in time. Candidates are requested to regularly visit the Institute website i.e. www.aiimsraipur.edu.in for updated information regarding the recruitment.

22. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Institute reserves the right to modify/withdraw/cancel any communication made to the candidate.
23. The applicant will be responsible for the authenticity of submitted information, other documents and photograph. Submission of any false and/or suppression /concealment of facts shall lead to rejection/cancellation of selection/recruitment.
24. No correspondence/queries will be entertained from candidates regarding, conduct and result of written Test and reasons for not being called for Written Test.
25. In case of need of any assistance or clarifications please contact: recruitment@aiimsraipur.edu.in - please mention your Application ID & Post applied in the Subject line of your e-mail.
26. For any updates please visit the Institute website i.e. aiimsraipur.edu.in regularly.

**Deputy Director (Admin),
AIIMS Raipur.**