**ALL INDIA INSTITUTE OF AYURVEDA**

(An Autonomous Organization),

Ministry of AYUSH, Govt. of India,

Gautampuri, Sarita Vihar, Mathura Road,

**New Delhi-110076**

**F.No.A-17001/2/2/2015-AIIA/WII/Vol.III April, 2019**

**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 posts on contract (temporary) basis, AIIA invites applications from the interested and eligible candidates: -

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| **S.No.**  | **Name of Post** | **No of post(s)**  | **Nature of engagement** | **qualification & experience**  | **Remuneration (Rs.)** |
|  | Professor Kaumarbhritya - 1(Swastha Vritta)-1 | 2 | Full Time | **Essential:**1. Degree in Ayurveda recognized under schedule-II of IMCC Act 1970.
2. MD/MS(Ay.) recognized by CCIM under schedule-II of IMCC Act 1970- in the concerned subject
3. Ph. D. in the concerned subject.
4. Minimum 16 yrs full-time teaching and or research experience after MD/MS (Ay.) out of which minimum 14 years PG Teaching experience as guide at MD/MS/Ph. D.
5. Out of which minimum 10 years as Associate Professor.

OrHolding analogous post in Ayurveda teaching Institution.1. High quality published works, such as research papers (min. Ten (excluding his own Ph. D. work publications) in indexed journals.) and books or technical reports.

**Desirable:**1. Experience of undertaking Research Projects as Principal Investigator (PI).
2. Capacity to undertake/lead sponsored R&D consultancy and related activities.
3. Patents filed/ obtained.

Maximum Age : 55 years  | Rs. 1,00,000/- Per month |
|  | Associate Professor (Samhitta & Siddhant) | 1 | Full Time | **Essential:**1. Degree in Ayurveda recognized under schedule-II of IMCC Act 1970
2. MD/MS(Ay) recognized by CCIM under schedule-II of IMCC Act 1970- in the concerned subject
3. Ph. D. in the subject concerned.
4. Minimum 9 yrs teaching experience as Asstt. Prof./ Lecturer out of which 3 years experience as guide at MD/MS/Ph. D. level in subject concerned.

OrTotal 14 years teaching experience at UG level.OrHolding analogous post in Ayurveda teaching institution.1. High quality published works, such as research papers (min. five (excluding his own Ph. D. work publications) in indexed journals.) and books or technical reports.

**Desirable:**1. Experience of undertaking independent research Projects as Principal Investigator (PI).
2. Capacity to undertake/ lead sponsored R&D consultancy and related activities

Maximum Age : 50 years  | Rs. 80,000/- Per month |
|  | Assistant Professor |  | Full Time | **Essential:**1. Degree in Ayurveda recognized under schedule-II of IMCC Act 1970
2. MD/MS(Ay) recognized by CCIM under schedule-II of IMCC Act 1970 -in the concerned subject
3. 3 years full time teaching and or research experience from any recognized institute after MD/MS (Ay.)
4. Published works, such as research papers (min. 3) in indexed journals.) and books or technical reports.

**Desirable:**1. Ph. D. (in the concerned subject)

Maximum Age : 45 years  | Rs. 60,000/-Per month |
|  | Research Adviser & Bio-statistician | 1 | Full Time | Retired Sr. Faculty/ Sr. Scientist of top reputed national level Institution like AIIMS, PGI and ICMR etc. with research experience in AYUSH System and experience of handling research project as P1 .Maximum Age : 70 years  | Rs. 80,000/- Per month |
|  | Assistant Consultant (Accounts) | 1 | Full Time | Retired from Central/State Govt. Dept./Autonomous organisation with G.P of Rs.5400/-, or above, or from PSUs in E-4 & above level in Finance & Accounts discipline Maximum Age : 64 years | Rs.45000/- PM (consolidated) |
|  | Accountant | 1 | Full Time | Essential :1. B.Com/BBA from a recognized university
2. 2 years experience in Budget/accounts in Central/State/Autonomous/large industry
3. Computer skill

Desirable :1. M.Com/MBA
2. Training in cash & accounts from ISTM

Maximum Age : 30 years  | Rs. 30,000/- Per month(consolidated) |
|  | Personal Assistant | 1 | Full Time | Essential:1. Graduate from any recognized University
2. 100/80 w.p.m. speed in shorthand
3. 3 years experience in Central/State Government Department/Autonomous Organization.

Desirable 1. Computer Skill

Maximum Age : 30 years | Rs.30,000/- PM (consolidated) |
|  | Typist-Clerk (English) | 1 | Full Time (for a period of 4 months | 1. Graduate from any recognized university
2. Typing speed @ 30 w.p.m. in English corresponding to 10500 KDPH on an average of 5 key depressions for each work in computer skill test.
3. One year experience in any Government Department/Institute of repute as Typist-Clerk (English)

 Maximum Age : 30 years |  Rs.18,000/- PM(consolidated) |
|  | Typist-Clerk (Hindi) | 1 | Full Time (for a period of 4 months | 1. Graduate from any recognized university
2. Typing speed @ 25 w.p.m. in Hindi corresponding to 5000 KDPH on an average of 5 key depressions for each work in computer skill test.
3. One year experience in any Government Department/institute of repute as Typist-Clerk (Hindi)

 Maximum Age : 30 years |  Rs.18,000/- PM(consolidated) |

**Note: - Date of interview will be the date for determining maximum age**

Candidates fulfilling the eligibility criteria as mentioned above may appear for the **Walk-in-Interview** in Committee Room of Academic Block of AIIA on 23rd April, 2019 at 10:30 AM along with duly filled-in prescribed application form, original testimonials and two sets of attested photo copies of the following certificates;

1. Certificate in support of age (high school/matriculate) issued by any recognized Board. Interview will start at about 11 AM.
2. Certificate in support of educational qualification & experience

NOTE: ***In case, AIIA doesn’t get suitable candidates in teaching Faculty post then selection may be made at one level lower.***

 **Conditions/ Instructions**: -

1. No other allowance will be paid other than fixed amount of remuneration.
2. Appointment on full time basis will be as per AIIA’s working hours.
3. Candidate should have excellent communication and inter personnel skills, computer knowledge as MS Word, MS Excel and PowerPoint etc.
4. Candidate should be well conversant with central secretariat functions like drafting, noting, budget, accounts and office procedure.
5. No TA/DA will be admissible for appearing in interview or for joining the institute.
6. The number of posts may ‘vary’ depending upon the requirement and discretion of Competent Authority, AIIA.
7. Mere fulfilling the minimum qualification and experience is not the criteria/parameter for selection of candidate.
8. Initially the duration of all above said posts will be six months on contractual/ outsource, purely on temporary basis, or, till the posts are filled up on regular basis, or, until further orders, whichever is earlier. For the post of Typist-Clerk, tenure of engagement will be 4 months. 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.
9. The 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.
10. The appointee engaged on full-time basis with the institute is not allowed to accept other assignment during the period of contract.
11. Candidates are advised to ensure that they fulfill the eligibility criteria as mentioned in the advertisement before coming for the Walk-in-Interview.
12. The competent authority reserves the right for any amendment, cancellations and change in this advertisement in whole or part thereof without assigning any reason.
13. Candidate will be allowed one-day leave in a calendar month. Absence for more than one day in a month would be subject to deduction of remuneration.
14. Necessary tax deduction as per Govt. instructions will be made.
15. Candidate shall not utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment for the organization, without the written consent of the organization.
16. Person so engaged shall be bound to hand-over entire records of assignment to the organization on expiry of contract and before release of final payment.
17. Candidate to sign Annexure pertaining to Non-Disclosure Undertaking at the time of joining.
18. Candidate shall have no claim for regular appointment.
19. The selected candidates will have to join within in a week’s time from the date of issue of offer of engagement.
20. In case of any changes or amendment in time, venue, date or to any matter related to this advertisement, it will be displayed on the website only and no separate advertisement shall be issued.

(Prof. Dr. Tanuja Manoj Nesari)
Director