



ALL INDIA INSTITUTE OF MEDICAL SCIENCES
BIBINAGAR, Hyderabad Metropolitan Region, TELANGANA – 508126

अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), बीबीनगर,
हैदराबाद मेट्रोपोलिटन क्षेत्र, तेलंगाना – 508126, भारत

Admin / medical College VRDL / AIIMS - BBN / Contract - / 2022 / 014
Ref no: AIIMS/BBN/Micro-out/2022/ 224

Date: 31-05-2022

To
The Executive Director,
AIIMS Bibinagar,
Telangana.

// Through Proper Channel //

Respected Sir,

Subject Advertisement for the post of Data entry Operator (DEO) and Multi-purpose worker (MPW) for VRDL AIIMS, Bibinagar req-reg

I hereby request you to kindly permit us to release the advertisement for the following posts in VRDL, AIIMS Bibinagar

1. Data Entry Operator – 1 Post
2. Multi-purpose worker – 1 Post

Kindly do the needful sir.

Thanking you,

Yours sincerely,

Dr. Rahul Narang

PI - VRDL

Professor & HOD

Department of Microbiology

AIIMS Bibinagar

Telangana

Dr. Rahul Narang

Professor and Head

Department of Microbiology

All India Institute of Medical Sciences, Bibinagar,
Hyderabad Metropolitan Region (HMR), Telangana-508 126

Enclosure : Advertisement.



All India Institute of Medical Sciences, Bibinagar,
Hyderabad Metropolitan Region,
Telangana.

Admin/Medical College-VRDL/AIIMS.BBN/Contract/2022/0013

Dated: 31-05-2022

Call for Application for the post of Data Entry Operator and Multi-Tasking Staff

ADVERTISEMENT FOR THE POST OF DATA ENTRY OPERATOR AND MULTI-TASKING STAFF ON CONTRACTUAL BASIS FOR ONE YEAR IN MEDICAL COLLEGE LEVEL VIRAL RESEARCH DIAGNOSTIC LABORATORY AT AIIMS, BIBINAGAR, TELANGANA

Applications are invited for filling up of following posts under the Medical College Level Viral Research and Diagnostic Laboratory (VRDL), Department of Microbiology, AIIMS, Bibinagar, Telangana, for a period of one year purely on contractual basis as per below mentioned details:

S. No.	Name of the Post	No. of Posts	Salary per month as per DHR-ICMR Guidelines	Qualification
1	Data Entry Operator	01	20,000/-	<ul style="list-style-type: none">Graduate with knowledge of Data Entry WorkTyping speed: English 40WPM Telugu and Hindi: 30 WPMMS-CITDesirable: Two years of work experiencePreference will be given to candidate having experience in Microbiology/COVID laboratory
2	Multi-Tasking Staff	01	18000/-	<ul style="list-style-type: none">HSC from recognized boardPreference will be given to candidate having experience in Microbiology/COVID laboratory

Nature of Employment: Contractual

Duration of Employment: One Year (12 Months)

Job Location: Medical College Level -VRDL, Department of Microbiology, AIIMS, Bibinagar

Documents to be enclosed with application form:

1. SSC or 10th class marks memo/ certificate (for proof of date of birth).
2. All certificates to support the academic qualifications
3. Work experience certificates.
4. Higher qualification than prescribed if any (certificates to be enclosed).
5. Certificates for proof of computer knowledge- for Data Entry operator only
6. Two recent passport sized photographs, one to be pasted on application form, another to be pinned to the application form.

How to Apply:

Candidates have to download the application form from the AIIMS Bibinagar website and submit the same with self-attested Xerox copy of the certificates. The duly filled application form along with certified copies of relevant documents should be sent either through speed post/ registered post/ email attached to Dr. Rahul Narang, PI, Medical College Level, VRDL, Department of Microbiology, AIIMS, Bibinagar, Telangana, Pin Code 508126 on or before **3rd August 2022** by 05:00PM.

The application envelope should be superscribed as "*Application for the contractual post of Data Entry Operator/ Multi-Tasking Staff in Medical College Level VRDL, AIIMS, Bibinagar.*"

Terms and Conditions:

1. The above- mentioned vacancy is for a fixed tenure of one year (12 months).
2. The selection will not be an employment on AIIMS Bibinagar pay-roll. Employment will automatically terminate upon completion of the 1 year (12 months) from the day of joining of duties and there is no liability for permanent employment on AIIMS, Bibinagar, or Principal investigator. Also, the candidates have no right to claim permanent employment based on this job.
3. No TA/DA will be paid for attending the interview. Interested candidates may appear for walk-in interview.
4. Candidates should bring duly filled application form (As per the prescribed Proforma) and all original certificates of educational qualifications, experience certificate, identity proof, along with two photographs and set of self-attested photocopies of all certificates and relevant documents at the time of interview.
5. It is the sole responsibility of the candidate to track the application and the VRDL is not responsible for any postal delay.
6. The candidate needs to submit the application as per the format. No change in serial no. order and the heading of column to be made. Annexures may be added as separate sheets, if required. The application in the said format is to be properly filled and signed.
7. Two recent self- signed passport sized color photographs are to be attached with stapled/pinned on first page of the Proforma format.
8. One set of self- attestec xerox copy of all relevant certificates and experiences if any must be attached with the application form.

Selection procedure:


The applications received will be scrutinized by the Selection committee. Recruitments will be made through Interview and a written test will be conducted if the eligible candidates are more than 50 per post. Selection is based purely on merit basis.

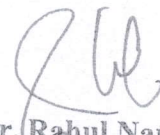
The list of candidates found eligible will be displayed on college website. The candidates are advised to check the college website <http://aiimsbibinagar.edu.in> for the date, time and venue for the interview or written test. No separate communication will be sent to the candidates.

Recruited candidates will be notified through email.

Date, time & Venue of Walk in Interview:

This will be communicated through AIIMS Bibinagar website.

✓ 
For any queries contact or write to:
Dr Lakshmi Jyothi T
Additional Professor
Department of Microbiology
Co-PI, VRDL
AIIMS, Bibinagar
Email: microaiimsbnn@gmail.com



Dr. Rahul Narang
Dean Academics
Professor & Head
Department of Microbiology
PI Medical College level, VRDL
AIIMS, Bibinagar

Dr. Rahul Narang
Professor and Head
Department of Microbiology
All India Institute of Medical Sciences, Bibinagar,
Hyderabad Metropolitan Region(HMR), Telangana-508 125

State :-

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Pin :-

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Contact Number:-

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

7. Date of Birth with documentary evidence:

Date	Month	Year

8. Category: UR/OBC/SC/ST

--

9. Gender :- Male Female

10. Educational Qualifications:-

Name of the Examination	Subject/ Discipline/	University/ Institute/ College	Year of Passing final examination	Marks Obtained (Percentage)

11. Work Experience if any:-
Attach annexure

12. If selected what period would you require for joining the post:

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein if found to be incorrect or false, then I shall be liable for action as per rules in force.

Name of Candidate:

Signature of Candidate:

Date

Place:-