Z-28015/45/2025-PMSSY-IV(8323809)

Government of India
Ministry of Health & Family Welfare
(PMSSY Division)

Room No.409-D,
Nirman Bhawan, New Delhi-110011

The Ministry of Health and Family Welfare, Government of India has set up AIIMS **Rishikesh (Uttarakhand)** under Pradhan Mantri Swasthya Suraksha Yojana (PMSSY) as Institution of National Importance. Applications from eligible candidates are invited in the prescribed proforma for appointment on transfer on deputation basis for the post of Deputy Director (Administration), as detailed under:-

S. No.	Name of the post	Basic Pay (as per 7th CPC)	Number of post for each AIIMS	AIIMS for which the post is to be filled up.
1.	Deputy Director (Administration)	Level-13 (Rs. 123100-215900)	01	i. **Rishikesh (Uttarakhand)**

2. The last date for receipt of applications from eligible candidates is the 45th day from the date of publication of the advertisement in the Employment News.

3. Detailed advertisement and application format are available on the website of this Ministry at https://mohfw.gov.in and https://pmssy.mohfw.gov.in and can be downloaded from there. Duly filled in application in prescribed proforma along with attested copies of all relevant certificates are to be sent to Shri Arvind Thakur, Deputy Secretary (PMSSY-IV), Ministry of Health and Family Welfare, Room No. 409, D-Wing, Nirman Bhawan, New Delhi-110011 super-scribing the envelope "Application for the post of Deputy Director (Administration) at new AIIMS".

4. **Period of deputation**, including period of deputation in any other ex-cadre post held immediately preceding this appointment in the same or some other Organisation/Department, shall ordinarily not exceed three years. The tenure of deputation period would be initially for three years.

5. **Upper age limit :** The maximum age limit for appointment by deputation shall not be exceeding 56 years.

6. **Eligibility:**

Name of the post	Recruitment Rules
Deputy Director (Administration)	Officers under the Central/State/U.T. Government/Universities/Statutory/Autonomous Bodies or Research and Development Organisation: Holding analogous posts on regular basis.

	OR Officers at the level of Deputy Secretary of Central Government or equivalent with 5 years' regular service in the Level-12 of Pay Matrix (Rs. 78800-209200) (as per 7th CPC)/(Grade Pay of Rs. 7600/- pre-revised as per 6th CPC).

The crucial date for determining eligibility in reference to the above length of service criterion and the upper age limit will be the last date for receipt of applications from eligible candidates.

7. The posts carry usual allowances as admissible to Central Government employees of similar status and other allowances sanctioned for New AIIMS under PMSSY.

8. The qualification/eligibility prescribed is minimum requirement and the same does not automatically make candidate eligible for selection. Based on bio-data, the candidates will be shortlisted and only shortlisted candidates will be called for interview.

9. Application of eligible officers who can be spared in the event of the selection may be forwarded through proper channel to the undersigned at the address given above within 45 days of publication of this advertisement in the Employment News alongwith (a) attested copies of the up-to date APARs for last five (05) years; (b) Vigilance Clearance Certificate clearly indicating that no disciplinary or criminal proceedings are either pending or contemplated against the officer concerned; (c) Statement showing the minor/major penalties imposed, if any, and (d) Integrity Certificate. The candidates have to produce all relevant original documents as proof of details furnished in their application at the time of interview. Application received not through proper channel may not be considered for interview.

10. Any amendment to this advertisement will be published on the website of PMSSY Division i.e. https://pmssy.mohfw.gov.in only.

(Arvind Thakur)
Deputy Secretary
Tel. 011-23062980

APPLICATION PROFORMA

1. Post applied for :
2. Name & Correspondence address (in block letters) :
3. E-mail and Mobile Number :
4. Date of Birth :
5. Date of Retirement :
6. Educational Qualifications :
7. Whether educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same).

Eligibility Service, Qualifications/experience required for the post.	Eligibility Service, Qualifications/experience possessed by the officer.

8. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post:
9. Details of employment, in the chronological order. Enclose a separate sheet duly authenticated by your signatures, if the space below is insufficient:

Office/Institution	Post held	From	To	Scale of Pay/Pay Level	Nature of duties

10. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent:

11. In case the present employment is held on deputation/contract basis, please state:

a. The date of initial appointment.
b. Period of appointment on deputation/contract.
c. Name of the present office/organization to which you belong.

12. Additional details about present employment please state whether working under, (indicate the name of your employer against the relevant column).

a. Central Government	b. State Government
c. Autonomous body	d. Govt. Undertaking
e. University	f. Others

13. Are you in the Revised Scale of pay? if yes, give the date from which the revision took place and also indicate the pre-revised scale.

14. Details of emoluments per month, now drawn (Level and pay structure in Pay Matrix as per 7th CPC etc):-

a. Present Pay Level:
b. Date from drawing present Pay Level:
c. Total Emoluments:

15. Additional information, if any which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualification (ii) professional training and (iii) work experience.
(Note: Enclose a separate sheet, if the space is insufficient).

16. Whether belong to SC/ST/OBC category:

17. Position regarding award of penalty during last 10 years, if any.

18. Present post and Designation (Date from which held).

Declaration.

I have carefully gone through the vacancy circular/advertisement and I am well aware that the bio-data duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post. I hereby declare that the information given by me in this application is true and correct to the best of my knowledge and belief.

Place :
Date : (Signature of the applicant)

Name .....

Certificate by the Employer /Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualification and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. Also certified that:-

i. There is no disciplinary or criminal case either pending or contemplated against Shri/Smt.....

ii. His/Her integrity is certified.

iii. His/Her CR Dossier in original is enclosed/photocopies of the APARs for the last 05 years duly attested are enclosed herewith.

iv. No major/minor penalties imposed on him/her, if any is enclosed (as the case may be).

Countersigned.

Employer/Cadre Controlling Authority with Seal)