



JAWAHARLAL INSTITUTE OF POST GRADUATE MEDICAL EDUCATION & RESEARCH

Dhanwantari Nagar, Puducherry 605 006

(Institution of National Importance under Ministry of Health & Family welfare)

No. Admn.I.1(15)/2015

Dated: 13.11.2015

Applications are invited from eligible officers of Central/State Govt. /Autonomous Institutions / Universities / Research Institutions etc. for filling up the following posts on Deputation/Absorption / Short term contract basis at JIPMER, Puducherry.

1. Deputy Director (Admn.) (1 Post) – PB4: Rs.37400-67000 + GP 8700/-

Essential:

Deputation from Officers of IAS / Allied services only

- i) Holding analogous posts on regular basis;
Or
- ii) Officers in the PB-3 Rs.15600-39100 with GP of Rs.7600 having at least 5 years' service in the Grade from Officers of IAS & Allied services.
Or
- iii) Officers in the PB-3 Rs.15600-39100 with GP of Rs. 6600 having at least 10 years' service in the Grade from Officers of IAS & Allied services;

Age Limit: Not exceeding 56 years as on closing date

2. Senior Financial Advisor (1 Post) – PB4: Rs.37400-67000 + GP 8700/-

Essential:

Officers from Central Organized Accounts Services;

- a) holding analogous post on regular basis; or
- b) with 5 years in regular service in the pay scale of Rs.15600-39100+GP7600 (Pre-revised Rs.12000-16500/-); or equivalent.

Age Limit: Not exceeding 56 years as on closing date.

3. Registrar (1 Post) – PB3: Rs. 15600 – 39100 + GP of Rs. 7600/-

Essential:

- i) A Post Graduate of a recognized University.
- ii) At least 10 years experience in Government educational institutions/ Universities/ Institution of National Importance in supervisory cadre.
Or
- ii) Working as Lecturer/Assistant Professor in a University/ Central government teaching institution/ Institution of National Importance and should have handled matters like conduct of examinations, admissions and assignment of teaching programmes for under graduate and postgraduate students etc.

For Deputation /Short-term contract:

Officers of the Central / State / Union Territory Government Universities / Academic Institutions / Institution National Importance having experience in admissions and academic matters:-

- i) Holding analogous posts on regular basis;
Or
- ii) With 5 years regular service in a post in the scale of PB 3 (Rs.15600 – 39100) , Grade Pay Rs. Rs.6600 /-
Or
- iii) With 10 years regular service in a post in the scale of PB 3 (Rs.15600 – 39100) , Grade Pay Rs. 5400 /-

Age Limit: Not exceeding 56 Years as on closing date.

4. Controller of Examinations (1 Post) – PB 3 with Grade Pay of Rs. 7600/-

Essential:

- a)
 - i) Officers holding analogous posts on regular basis; or having
 - ii) 5 years regular service in the post in the pay scale of Rs.15600-39100 + GP 6600/- (Pre-revised 10000-15200); and possessing
- b)
 - i) Master's Degree from recognized University or equivalent; and
 - ii) 8 years' experience in academic/conduct of examinations in University/Institutions

Age Limit: Not exceeding 56 Years as on closing date.

5. Senior Stores Officer (1 Post) – PB-3: Rs. 15600 – 39100 + GP of Rs. 6600/-

Essential:

- a). Officers of the Central / State / Union Territory Governments / Universities / Statutory / Autonomous Bodies / Public Sector Undertakings / Research & Development Organizations
 - i) Holding analogous posts on regular basis
Or

- ii) With 5 years of regular service in the post in the PB 3 with Grade Pay of Rs. 5400/-
Or
- iii) With 6 years of regular service in the post in the PB 2 with Grade Pay of Rs. 4800/-
Or
- iv) With 7 years of regular service in the post in the PB 2 with Grade Pay of Rs. 4600/-
- b). Possessing the following qualifications and experience:
 - i) Post Graduate Degree/ Diploma in Materials Management from a recognised University/ Institution or equivalent;
 - and
 - ii) 5 years' experience in a supervisory capacity in handling stores in a large institution

Age Limit: Not exceeding 56 Years as on closing date.

6. Purchase Officer (1 Post) - PB3: Rs. 15600 – 39100 + GP of Rs. 5400/-

Essential:-

From officers

- i) Holding analogous posts on regular basis
Or
- ii) With 2 years of regular service in the post in the PB 2 with Grade Pay of Rs. 4800/-
Or
- iii) With 3 years of regular service in the post in the PB 2 with Grade Pay of Rs. 4600/-
And
- iv) Possessing the following qualifications and experience:

Post Graduate Degree/ Diploma in Materials Management from a recognised University/ Institution or equivalent;

Desirable:-

Master Degree in Business Administration (M.B.A.) or Diploma in Material Management from a recognized University with experience in Procurement of Medical Equipments/Hospital consumables/Medicines.

Age Limit: Not exceeding 56 Years as on closing date.

7. Assistant Engineer (Civil) (1 Post) – PB 2: Rs. 9300 – 34800 + Grade Pay Rs. 4800/-

Essential:

Officers of the Central/State Union Territory Governments/Universities/Central Statutory /Autonomous Bodies / Public Sector Undertakings/Research & Development Organizations;

- i) Holding analogues posts on regular basis;
Or
- ii) With 6 years regular service in a post in the scale of PB 2 Rs.9300-34800, Grade Pay of Rs.4200;
And
- iii) possessing the following qualification;
A degree in Civil Engineering with experience of not less than 6 years in Civil Engineering work.

Age Limit: Not exceeding 56 Years as on closing date.

8. Assistant Engineer (Electrical) (1 Post) – PB 2: Rs. 9300 – 34800 + Grade Pay Rs. 4800/-

Essential:

Officers of the Central/State Union Territory Governments/Universities/Central Statutory /Autonomous Bodies / Public Sector Undertakings/Research & Development Organizations;

i) Holding analogues posts on regular basis;

Or

ii) With 6 years regular service in a post in the scale of PB 2 Rs.9300-34800, Grade Pay of Rs.4200;

And

iii) possessing the following qualification;

A degree in Electrical Engineering with experience of not less than 6 years in Electrical Engineering work.

Age Limit: Not exceeding 56 Years as on closing date.

9. Assistant Registrar (2 Posts) – PB 2: Rs. 9300 – 34800 + Grade Pay Rs. 4600/-

Essential:

a. i) holding analogous posts on regular basis in the parent cadre/department;

or

ii) with 5 years' service in the grade rendered after appointment thereto on a regular basis in the pay scale of Rs.9300-34800 + GP 4200/- or equivalent in the parent cadre/department;

and

b. possessing the following educational qualifications and experience;

i) Degree from recognized University or equivalent; and

ii) 3 years' experience in dealing with admissions and conducting examinations in a University or Educational Institution

Age Limit: Not exceeding 56 Years as on closing date.

The duly filled in application forms for the post should be superscripted on the envelope as “**APPLICATION FOR THE POST OF _____**” should be sent through the employer to reach the office of the **Director, JIPMER, Puducherry – 605 006** on or before **28.12.2015.**

The following documents should invariably be sent along with the application:

1. A certificate to the effect that State Government / Union Territory or the parent Department/Organizations had “No Objection” to the appointment of officer concerned.
2. Attested copies of APARs of the applicant for the last five years.
3. A certificate of Integrity of the applicant recommended for appointment on Deputation.
4. A certificate of Vigilance Clearance in respect of applicant duly signed by an officer of the appropriate Status.
5. Certificate, Major/Minor penalty imposed if any on the officer during the last 10 years/service period whichever is less.

Period of Deputation:

Period of deputation is for three years, extendable for further period not exceeding five years.

Special Note:

1. Incomplete applications received without the above mentioned documents will be summarily rejected.
2. In case, the application along with the requisite documents is not received within the stipulated time, it would be presumed that the parent organization is not in favour of appointment of the applicant on deputation.
3. The applicants may send advance copies of their applications within the prescribed time limit, if they feel that the applications through proper channel will get delayed. The advance copies may be considered in the processing stage.
4. However, without receiving the original applications with all the above documents in original from their respective parent departments, the applicants will not be considered for appointment to any of the above posts.
5. The Institute will not be responsible for collection of any of the above mentioned documents.
6. Applications received after the closing date will not be considered.
7. This Institute will not also be responsible for any postal delay in this respect.
8. This advertisement, the details of posts and the format of application form may also be available at our website www.jipmer.edu.in.
9. Those who have applied to respective posts in response to previous advertisements also have to apply afresh.
10. Exemption from immediate absorption has been obtained only for the following posts:
 - a. Senior Financial Advisor
 - b. Controller of Examinations
 - c. Assistant Registrar
11. For other posts exemption from the rule of immediate absorption have not been obtained which is under process. However, the Immediate Absorption clause will not apply to employees working in Autonomous, Public Sector Undertaking etc. as per rules in force from time to time.

DIRECTOR