



अखिलभारतीयआयुर्विज्ञानसंस्थान (एम्स) कल्याणी  
All India Institute of Medical Sciences (AIIMS) Kalyani  
(स्वास्थ्यएवंपरिवारकल्याणमंत्रालय, भारतसरकारकेतत्वावधानमेंएकसांविधिकनिकाय)  
(A Statutory Body under the Aegis of Ministry of Health and Family Welfare, GOI)  
राष्ट्रीयराजमार्ग- 34, बसन्तपुर, सागुना, कल्याणी, ज़िला - नदिया, पश्चिमबंगाल- 741245  
NH-34 Connector, Basantapur, Saguna, Kalyani, District Nadia, West Bengal 741245

No. 208/E-12019/3/22-(CONSULTANT)

Date : 04<sup>th</sup> May 2022

**Walk –in- Interview for engagement of Consultant (IT) on Direct Contractual Basis for AIIMS, Kalyani**

A Walk-in-Interview will be conducted at All India Institute of Medical Sciences (AIIMS), Kalyani, First Floor, Administrative Building, NH-34 Connector, Basantapur, Saguna, Kalyani, District Nadia, West Bengal 741245 on 26<sup>th</sup> May 2022 at 12 Noon onwards (Document verification on 25<sup>th</sup> May 2022 at 10.00 AM) to engage the services of Consultant in following disciplining as detailed below on Direct Contractual basis for a period of one year or till the post is filled up (whichever is earlier), based on functional requirement and suitability for All India Institute of Medical Sciences (AIIMS), Kalyani, West Bengal under the following terms and conditions.

Indian Citizens are hereby requested to come with a Curriculum Vitae as per the attached prescribed proforma “Annexure – I” along with self attested copies of all their educational qualifications and experiences.

**1. Consultant (Information Technology) - One Position**  
**Terms of Reference**

Qualification & Experience	<ul style="list-style-type: none"><li>• BE/B Tech in IT/MCA or equivalent having 10 years of experience in IT Management, of Education Institution/Govt. Officials/Private Companies.</li><li>• Candidates having experience of Hospital IT Management will be preferred.</li><li>• A retired Government Employees of Central/State Governments/Autonomous Bodies/Statutory Bodies/PSU/Research Organizations/Universities may also can apply.</li></ul>
Duties	<ul style="list-style-type: none"><li>• To implement all IT infrastructure of the Hospital, Medical College, Nursing College and AIIMS Office.</li><li>• To prepare various IT Tender document and process the same for awarding these contracts as per AIIMS Rules.</li><li>• To render support services to all kinds of IT maintenance services which include LAN, Internet, NKN and other related component maintenance services.</li><li>• To carry out work as may be assigned by the Executive Director, AIIMS, Kalyani or his representatives.</li></ul>
Remuneration	Rs. 80,000/ per month (in case of retired Govt. servants, consolidated remuneration per month is to be Rs.80,000/- subject to the condition that the remuneration and pension drawn should not exceed the last pay as drawn by him in previous employment at the time of retirement). There will be no enhancement of remuneration during the contract period.
Age Limit	Up to the Age of 65 years.
Period of Consultancy	The engagement is to be initially for one year or until the post is filled up, whichever is earlier.

**Application Fees:-**

- I. General / OBC Category : Rs. 1000/-  
II. SC/ST Category : Rs. 500/-  
III. OPH Category : No application Fees

I. Payment should be made through Demand Draft only in favour of “**AIIMS Kalyani Internal Resources Account**” payable at Kalyani.

- Fee once remitted will not be refunded.

**The Tentative Schedule is as under:-**

<b>Venue</b>	<b>Executive Directors' Chamber, First Floor, Administrative Building, NH-34 Connector, Basantapur, Saguna, Kalyani, District Nadia, West Bengal 741245.</b>
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<b>TENTATIVE SCHEDULE</b>	<b>DATE &amp; TIME</b>
<b>DOCUMENT VERIFICATION</b>	<b>25.05.2022 at 10.00 AM onwards at Administration of AIIMS, Kalyani.</b>
<b>REPORTING FOR SHORTLISTED CANDIDATES AT AIIMS, KALYANI FOR INTERVIEW</b>	<b>26.05.2022 at 10.00AM</b>
<b>DATE &amp; TIME OF INTERVIEW</b>	<b>26.05.2022 &amp; 12 Noon onwards</b>
<b>CANDIDATES REPORTING AFTER 10:00 AM WILL NOT BE ALLOWED</b>	

**Note:** After document verification list of shortlisted candidates shall be uploaded in institute website on **25.05.2022 (evening)** and shortlisted candidates may be intimated through email. Therefore, candidates are requested to check institute website & their email.

**CANDIDATES ARE ADVISED TO VISIT <https://aiimskalyani.edu.in/> WEBSITE REGULARLY TO GET VARIOUS UPDATES ABOUT THE SELECTION PROCESS FROM TIME TO TIME.**

By order of the Executive Director

*Sd/-*

(सिद्धार्थ नन्दी/Siddhartha Nandy)

प्रशासनिक अधिकारी/Administrative Officer

एम्स, कल्याणी/AIIMS, Kalyani

Tel. No. 033 2999 1562

**Annexure - I**

No. 208/E-12019/3/22-(CONSULTANT)

Dated : 04<sup>th</sup> May 2022

**Application for the position of \_\_\_\_\_ on Direct  
Contractual basis at AIIMS, Kalyani**

<b>01</b>	Name and address (in BLOCK Letters)	:		<b>Affix here recent Passport size Photograph</b>
<b>02</b>	Father's Name/ Husband's Name	:		
<b>03</b>	Date of Birth (in Christian era)	:		
<b>04</b>	<b>(i)</b> Date of entry into service	:		
	<b>(ii)</b> Date of Retirement under Central/State Government Rules	:		
<b>05</b>	Educational Qualification	<b>(i)</b>		
		<b>(ii)</b>		
		<b>(iii)</b>		
		<b>(iv)</b>		
		<b>(v)</b>		
<b>06</b>	Whether educational and other qualifications required for the position are satisfied (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same).			
	Qualifications/Experience			
	Essential (Please enclose copy of certificate)	Required	Possessed by the candidate	
<b>i.</b>				
<b>ii.</b>				
<b>iii.</b>				
<b>iv.</b>				
Essential Experiences (Please enclose copies of experiences Certificate)				

<b>07</b>	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.				
<b>08</b>	Details of employments (in chronological order enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient (Please enclose copies of self attested experiences certificate)				
	<b>Office/Inst./Organization</b>	<b>Post Held</b>		<b>Pay-Band and Grade Pay (Scale of Pay, if in Pre-revised scale of pay) or Gross Salary</b>	<b>Nature of Duties</b>
		From	To		
<b>09</b>	Whether belongs to SC/ST/OBC (if yes, please specify)				
<b>10</b>	Contact Nos.:-				
	Office:				
	Residence:				
	Mobile:				
	E-mail address:				
<b>11</b>	If selected, specify the minimum time required for joining the consultancy assigned.				

I do hereby declare that the information furnished above is true to the best of my knowledge and belief and in case the same is found to be incorrect at any state of this selection, my candidature will be treated as cancelled.

Place:

Date:

**(Signature of the Candidate)**