



All India Institute of Medical Sciences, Rishikesh

www.aiimsrishikesh.edu.in

Advertisement of Assistant Administrative Officer advertised vide Advt. No. 21/05/2016(RIS)/ADMIN/0784 dated 29.04.2017 has been re-opened

Online applications are invited for filling up the posts of Assistant Administrative Officer in All India Institute of Medical Sciences Rishikesh on **Direct Recruitment Basis**.

Sl. No.	Advertisement No.	Name of Post, Pay scale & Grade Pay, Upper age Limits and Qualification
1.	21/05/2016(RIS)/ADMIN/0784	<p>Assistant Administrative Officer Group: 'B' Pay Scale of Post : Rs.9300-34800 with Grade pay of Rs.4600/- [Level 7 as per 7th CPC (Rs. 44900-142400)] Age Limit: Upto 40 years Number of Posts*: 04 (UR-03, OBC-01) Educational Qualification: <u>Essential Qualification</u>: (ii) Degree of recognized University or its equivalent. (iii) 5 years of experience as Office Supdt. or in equivalent posts; and working knowledge of Govt. rules & regulations <u>Desirable</u>: Post Graduate Diploma in Personnel Management / Labour Laws / Administrative Law.</p>

***Number of posts is tentative and is liable to change based on Institute's requirements.**

- I. Last date of filling up of online application form (Old & New Candidate) is **45 days from the date of advertisement in Employment Newspaper.**
- II. All other terms and condition will remain same as mentioned in our earlier Advertisement No. 21/05/2016(RIS)/ADMIN/0784 dated 29.04.2017.
- III. For details description of qualification & other eligibility criteria please visit Institute website: www.aiimsrishikesh.edu.in.
- IV. **The candidates who had already successfully applied (with applicable application fee) earlier in response to advt. No. 21/05/2016(RIS)/ADMIN/0784 dated 29.04.2017 is also required to update their application forms but need not to deposit application fee again.**

DIRECTOR
AIIMS, Rishikesh