



अखिल भारतीय आयुर्विज्ञान संस्थान, भुवनेश्वर
All India Institute of Medical Sciences, Bhubaneswar
सिजुआ, डाक:डुमुडुमा,भुवनेश्वर -751019
Sijua, Post: Dumuduma, Bhubaneswar - 751 019
<http://aiimsbhubaneswar.nic.in>

No. AIIMS/BBSR/PSY/DDAP/RECT/23

Dated: 25/07/2025

WALK-IN INTERVIEW

Sub: Walk-in Interview schedule for the post of Senior Resident, Psychiatry and Junior Administrative Officer (JAO) (contractual basis) for the Drug De-Addiction Program, Dept. of Psychiatry, AIIMS, Bhubaneswar Reg.

Eligible candidates are invited for **Walk-in Interview** for the post of Junior Administrative Officer (JAO) post and Senior Resident of Psychiatry (on contractual basis) for the Drug De-Addiction Program, Department of Psychiatry, AIIMS, Bhubaneswar scheduled to be held on **04 Aug 2025**. The detailed information is as follows: -

SCHEDULE FOR WALK-IN INTERVIEW:

Sl.	Name of the Post	Date	Time	Venue
INTERVIEW				
1	Junior Administrative Officer	04/8/2025	10:00 AM	Seminar Room, OPD Block, 1st Floor, Department of Psychiatry, AIIMS, Bhubaneswar.
1	Senior Resident Psychiatry	04/8/2025	12:00 PM	Seminar Room, OPD Block, 1st Floor, Department of Psychiatry, AIIMS, Bhubaneswar

Notes: 1. The schedule mentioned above are indicating in nature. The candidates are advised to make themselves available for whole day at the date of interview. The candidate, appearing for the Interview are instructed to report to Seminar Room, OPD Block, 1st Floor, Department of Psychiatry, AIIMS Bhubaneswar **by 10:00 AM on 04/8/2025** for Document Verification. (Offline mode only).

1.	Senior Resident A Postgraduate Medical degree viz. Eligibility: MD/DNB in their respective disciplines (Psychiatry) recognized by MCI /institute of National Importance. Only those candidates who have been declared passed in the post-Graduate degree i.e.- MD/DNB (Psychiatry) (as applicable) will be eligible to be considered. However, in case of those who have appeared for exam. / Viva voce and result are yet to be declared then applicant will be allowed to appear in theory and / or interview provisionally. In such cases, a bonafide certificate duly signed by the Head of the institute/ Competent authority regarding continuation of the course and probable date of completion of tenure may be produced / uploaded in the online application. In cases, where pass certificate of qualifying exam is not submitted at the time of joining, the candidature of such selected candidates will stand cancelled and no claim for Joining on the basis of selection will be entrained.	₹ 1,20,473/-	Upper age limit will be 45 years as on the last date of submission of application.	01	Walk-in-Interview
----	---	--------------	--	----	-------------------

Sl No	Qualification and Experience	Monthly Remuneration	Upper Age Limit	No of Posts	Process of selection
2.	Junior Administrative Officer (JAO) Degree of recognized University or equivalent and Proficiency in Computer Knowledge. Desirable Qualification: a) GeM/Hospital Management Software Proficiency. b) Basic accounting/administrative knowledge and skills. c) Basic knowledge of record maintaining skills. d) Proficiency in computer application such as MS Office Suite. e) Experience of minimum 3 years showing the above mentioned desirable qualification. f) Previous experience of working with addiction department at any Govt. Hospital for minimum of 3 years.	₹ 54,870/- Consolidated	Upper age limit will be 21-30 years.	01	Walk-in-Interview

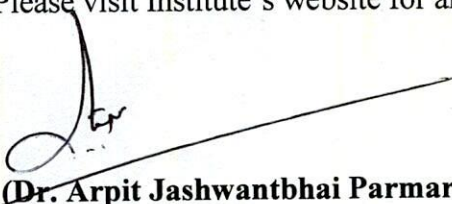
Note: II Age relaxation to the eligible candidates shall be considered as per the Institutes norms and Govt of India guidelines.

1. The candidature of all the candidates for interview is purely provisional subject to verification and fulfillment of the eligibility criteria with regards to age, essential qualification, experience certificate. No objection certificate from their current employer, certificate of registration with national or state medical


281

councils, and reservation certificate if applicable etc. and if they are found ineligible at any stage, their candidature will be cancelled.

2. The period of engagement will be for a period of 9 (Nine) months. The engagement will be purely on contractual basis and it will not bestow any rights implicitly or explicitly upon the candidate to claim any permanent absorption or any liability to the AIIMS, Bhubaneswar on termination of the contract.
3. No TA/DA will be paid for attending the Personal Interview.
4. Candidates coming for interview are also requested to bring filled-in application form along with photocopies of all necessary documents as well as original documents with a valid photo identification card viz. Voter Identity Card, Driving license, PAN Card, Passport, Aadhaar Card etc.
5. Canvassing in favor of candidature both direct and indirect is strictly prohibited. Violation of this code of conduct will be brought to the notice of the Selection Committee, besides the Institute reserves the right to cancel candidature of such offending candidate at any point of time, if there is sufficient evidence of canvassing. The decision of Competent Authority in this regard will be treated as final.
6. The decision of the Competent Authority regarding interview, verification of documents and selection would be final and binding on all candidates. No representation/ correspondence will be entertained in this regard.
7. Candidates coming for the Interview are requested to adhere to the COVID Management Guidelines issued by both Central and State Government.
8. All disputes will be subject to jurisdiction of Court of Law at Bhubaneswar.
9. Please visit Institute's website for any last-minute change and other details about this recruitment.



(Dr. Arpit Jashwantbhai Parmar)
Associate professor
Nodal Officer DDAP
Department of Psychiatry
AIIMS, Bhubaneswar



(Dr. Biswa Ranjan Mishra)
Professor & Head
Department of Psychiatry
AIIMS, Bhubaneswar

Copy to:-

1. P.S to ED, AIIMS, Bhubaneswar for kind information of Executive Director
2. P.S to DDA , AIIMS, Bhubaneswar for kind information of DDA.
3. IT Cell - For publishing on website.
4. DDAP file.

APPLICATION FORMAdvt. No. AIIMS/BBSR/PSY/DDAP/RECT/23/

1. Name of the Applicant : _____
(Capital Letter)
2. Gender : Male/Female/Others
3. Category : PWD/SC/ ST/OBC/UR/ESM
4. Marital Status : Married/Unmarried
5. Father's /Spouse Name : _____
6. Date of Birth : _____

7. Age :

Days	Months	Years

8. Address for Communication : _____
: _____
: _____ PIN _____.
- Mobile No.: _____
- Email: _____

9. Permanent Address : _____
_____ PIN _____
_____ Telephone No. _____
- Mobile No.: _____
10. Nationality : _____

11. **Educational Qualification:** (Enclose self-attested photocopies of degree/diploma certificates & mark sheets)

Examination	Subjects	Board/ Council/University	Month & Year of Passing
X (HSC)			
XII (HSSC)			
Diploma			
Degree			
Postgraduation			
Others			

12. **Current Activities:**

13. Experience (Add separate sheet if needed): (Enclose self-attested copies of experience if any)

Name of the Organization/Institution where worked	Post	Period		Scale of Pay & Gross Pay Drawn	Nature of Work
		From	To		

14. Name and address of two referees well known with the applicant's work:

Name	Occupation or Position	Address with telephone No. & e-mail
1.		
2.		

15. Any other information you wish to add:

DECLARATION OF THE CANDIDATE

I, _____ declare that the information furnished above is true and correct to the best of my knowledge and belief and no related information has been concealed. I am aware that if any of the above statements are found to be incorrect or false or any material information or particulars of relevance have been misstated, suppressed or omitted, I am liable to be disqualified for appointment and if appointed, my appointment will be liable to be terminated.”

Place:

Date:

(Signature of the applicant)

Full Name: