



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

AIIMS/Pat/Psy/2023/199

Date: 20/04/2023

NOTIFICATION

Recruitment for the posts under Addiction Treatment Facility

Subject: Recruitment for the following posts on a temporary basis for an “Addiction Treatment facility” in AIIMS Patna, supported by the Ministry of Social Justice and Empowerment.

Applications in the prescribed format are invited for the following posts on a temporary basis for the “Addiction Treatment facility” in AIIMS Patna, supported by the Ministry of Social Justice and Empowerment under the nodal officer, Dr Sambhu Prasad, Associate Professor, Department of Psychiatry, as per the details given below:

1. Medical officer

No of post	1 (One)
Name of the post	Medical officer
Educational Qualification	Essential: MBBS from a recognised institution along with medical council registration (preferable: MD or equivalent qualification in Psychiatry)
Job Profile	<p>Roles/responsibilities</p> <ul style="list-style-type: none"> • Providing assessment and diagnostic services to the patients • Providing initial short-term treatment as well as long-term pharmacotherapy to the patients • Providing referral services to the patients – including referral for other health conditions, other social needs, as well as referral to the higher centre for management of complex cases of substance use disorders • Providing orientation to other departments / staff of the hospital (to enhance referrals to the clinic) • Assisting the nodal officer in Day-to-day management and supervision of the functioning of the ATF • N.B: Any other time-to-time assignments given to him/her per the requirement.



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Desirable	Has experience working in the field of Addiction Medicine or Public Health. Computer knowledge (e.g., MS Office, MS Word, Ms Excel). Proficiency in Hindi and English language
Upper Age Limit	35 years
Pay (Consolidated)	INR 70000
Duration of post	Strictly on a contract basis for six months. Renewable based on performance. It will not be considered as a regular government job.
Place of posting	AIIMS, Patna, with field visits

2. Nurse

No of post	5 (Five)
Name of the post	Nurse
Educational Qualification	Essential: ANM/GNM from the state/national nursing council body
Job Profile	Roles/responsibilities <ul style="list-style-type: none"> • Dispensing medications as prescribed by the doctor • Maintain records related to dispensing as applicable • Provide first-aid in case of the absence of the medical doctor • Maintain records related to stock management.
Desirable	<ul style="list-style-type: none"> • Preferable: GNM/BSc Nursing • Proficiency in Hindi and English language
Upper Age Limit	40 years
Pay (Consolidated)	INR 22000
Duration of post	Strictly on a contract basis for six months. Renewable based on performance. It will not be considered as a regular government job.
Place of posting	AIIMS, Patna and field visits



अखिल भारतीय आयुर्विज्ञान संस्थान पटना
ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

28

3. Counsellor

No of post	2 (Two)
Name of the post	Counsellor
Educational Qualification	Essential: Minimum qualification, Bachelor in Psychology/Social Work/Sociology.
Job Profile	Roles/Responsibilities <ul style="list-style-type: none">• Assisting the medical officer in assessment and diagnosis of patients• Providing initial counselling and Motivation Enhancement to the patients• Ensuring follow-up with patients o Ensuring regular one-to-one psychosocial sessions as well as group sessions with patients and family-members• Undertake field visits, if required• Providing referral services to the patients – including referral for other health conditions, other social needs, as well as referral to the higher centre for management of complex cases of substance use disorders• Liaise with other departments of the hospital to enhance referrals to the ATF• Conducting awareness activities in the community (to enhance help-seeking)• Establishing linkages with the NGOs working in the community (to enhance help seeking)• N.B: Any other time-to-time assignments given to him/her per the project's requirement.
Desirable	Those who have undergone certificate training in counselling (recognized by Ministry of Social Justice and Empowerment / Ministry of Health & Family Welfare) would be preferred



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Upper Age Limit	40 years
Pay (Consolidated)	INR 21000 per month
Duration of post	Strictly on a contract basis for six months. Renewable based on performance. It will not be considered as a regular government job.
Place of posting	AIIMS, Patna

4. Data Manager

No of post	1 (One)
Name of the post	Data Manager
Educational Qualification	Essential: Minimum bachelor's degree with working knowledge of computers.
Job Profile	<ul style="list-style-type: none">• Roles/Responsibilities• Registering new and follow-up patients• Making clinical files for all new patients• Ensuring that records are maintained as prescribed under the scheme• Preparing monthly reports under the supervision of other staff of ATF• Assisting in maintaining stock records with nursing staff o• Assisting in account maintenance under the guidance of the ATF staff as well as account personnel of the hospital
Desirable	Those with certificate training/degree in computers would be preferred.
Upper Age Limit	40 years
Pay (Consolidated)	INR 19000 per month
Duration of post	Strictly on a contract basis for six months. Renewable based on performance. It will not be considered as a regular government job.
Place of posting	AIIMS, Patna



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Instructions:

All candidates should submit the filled application in the prescribed format and Bio data through email psychiatry@aiimspatna.org by 5 pm on 10-05-2023 (Tentative). The candidate should appear in person for the interview, along with all relevant original documents and one set of self-attested photocopies of documents regarding age, qualifications, and relevant experience, at the following address:

Interview Date:

17/05/2023 (11:00 AM)

Venue of the interview:

Seminar hall, 1D Psychiatry Department, OPD Building
All India Institute of Medical Sciences, Patna, Bihar- 801507

General Terms & Conditions:

1. The above posts are filled up purely temporarily with the project/scheme & the candidate will have NO right to claim permanent Employment under AIIMS, Patna continuation of his/her services in any other project.
2. No enquiries shall be entertained after the due date.
3. All educational professional and technical qualifications should be from a recognised Board/ University and full-time.
4. Post may increase/decrease as per requirement and at the sole discretion of the competent authority of AIIMS, Patna.
5. The specified experience requirement should be acquired after obtaining the minimum educational qualifications required for the post.
6. Persons working in Govt. or Public Sector undertaking should produce a "No Objection Certificate" at the time of the Interview.
7. There will be no application fee and no TA/DA will be admissible to appear in the interview, including (SC/ST candidates).
8. This position will be purely on a temporary/contractual basis for the specified period and based on the project/scheme.



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

9. The salary is a consolidated sum without other benefits based on the candidates' experience, qualifications, skill set, etc.
10. Canvassing in any form will be a disqualification.
11. Age Relaxation: Age relaxation for SC, ST and OBC candidates will only be given against reserve posts. Age concession to the extent of service rendered in other research projects will also be admissible for experienced and skilled persons.
12. Age / Education qualification / Experience will be considered till the late date of the advertisement.
13. If selected, the candidate may resign from the post by giving one month prior intimation or paying one month of their salary.
14. Only complete applications will be accepted.

The candidates must submit (the self-attested) the following documents on the day of the interview, and the same is to be sent through the mail along with the filled application form to the mentioned mail address psychiatry@aiimspatna.org

1. Curriculum Vitae
2. Filled application form (copy attached)
3. 2 recent passport-size photographs (1 affixed on the application form)
4. Proof of Age (Matriculation certificate)
5. Caste Certificate (if applicable)
6. Degree certificate in support of the 'educational qualifications mentioned above.
7. Registration certificates from appropriate authorities for the post
8. Any other qualifications/testimonials.
9. Experience Certificate (if any) (NOC from the present employer)
10. A photo identity proof



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Post applied Under advt. No.....
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Fee Details: (if applicable)	D.D. No. _____	Bank name _____	Date. __
1. Name (in BLOCK letters)			Affix recent passport-size photo
2. Father's Name			
3. Date of Birth			
<i>(Please attach an attested copy of the relevant certificate)</i>			

4. Permanent Address					
5. Address for correspondence					
6. Mobile No. /Tele. No.			7. Citizenship		
7. E-mail id			9. Gender (M/F)		
8. Category	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	S	S	O	OP	EW
	C	T	BC	H	S
<i>(Please tick (✓) the appropriate category and attach an attested copy of the relevant certificate if seeking Reservation)</i>					

9. Educational Qualification				
	Exam Passed	Name of Institute	Year of Passing	Grade/Percentage
1	10th			
2	12th			

***Attach a separate sheet with attested copies of relevant documents if required.**

10. Details of education					
S.No	Professional Education	Year of final exam	Name of the institute/university	Percentage/pass	No. of attempts



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Attach attested copies of relevant documents.

11. Experience					
	Experience as	Name of Institute	From (date)	To (date)	Remarks
1					
2					
3					

*Attach attested copies of relevant documents.

Declaration

I, Dr/Mr./Mrs./Miss..... S/o/ D/o,..... do hereby declare and affirm that all the statements made in this application are accurate, complete, and correct to the best of my knowledge and belief, and nothing has been concealed thereon. If any information is found false or incorrect or ineligible detected at any point, my candidature shall be liable to be rejected without any notice. I further declare that I fulfil all the eligibility conditions prescribed for the post regarding age limit, educational qualification, experience, etc. I am not employed in any other Government Institution/ Autonomous body, or I am employed with Government Institution/ Autonomous body, and if selected, I shall join duty only after acceptance of my resignation from my current employer.

Signature of candidate



अखिल भारतीय आयुर्विज्ञान संस्थान पटना
ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Checklist of Certificates	
1. Date of Birth proof (Class X Certificate)	
2. 2 recent passport size photograph (1 affixed on the application form)	
2. Graduation Mark Sheets (as applicable)	
3. Graduation Degree Certificate (as applicable)	
4. Post-Graduation Mark Sheets (as applicable)	
5. Post-Graduation Degree Certificate (as applicable)	
7. Registration certificate from MCI/ State Medical Council/ RCI	
8. NOC from the present employer (If employed)	
9. Certificate of SC/ST/OBC (Non-Creamy Layer)/OPH/EWS from the competent authority	
10. Experience Certificate (if any)	
11. Photo Identity Proof	