



अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), गुवाहाटी

All India Institute of Medical Sciences, Guwahati

स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक वैधानिक निकाय

(A statutory body under the aegis of Ministry of Health and Family Welfare, GoI)

Ref. Advt. No. 2-43/2022-23/AIIMS/GHY/ESTT./RECT-FACT/Pt-1/02 dated 01-04-2023 (published in various newspapers) & No. 2-43/2022-23/AIIMS/GHY/ESTT./RECT-FACT/Pt-1/03 dated 01-04-2023 (published in the employment news)

ROLLING ADVERTISEMENT FOR RECRUITMENT OF VARIOUS POSTS IN THE COLLEGE OF NURSING AT AIIMS GUWAHATI ON DIRECT RECRUITMENT BASIS

All India Institute of Medical Sciences, Guwahati, an Autonomous Institute of National Importance is one of the new AIIMS and apex healthcare Institute being established by the Ministry of Health & Family Welfare, Government of India under the Pradhan Mantri Swasthya Suraksha Yojana (PMSSY) with the aim of correcting regional imbalance in quality tertiary level healthcare in the country and attaining self-sufficiency in graduate, postgraduate and higher medical education and training.

Online applications from Indian citizens/persons registered as Overseas Citizen of India (OCI) cardholder under Section-7A of the Citizenship Act, 1995 as permissible under the applicable Act/Rules are invited for the following posts on **DIRECT RECRUITMENT BASIS IN THE COLLEGE OF NURSING** at **All India Institute of Medical Sciences, Guwahati, Assam**

This is a rolling advertisement and will remain valid for one year from the date of publication of the advertisement in the Employment News / Rojgar Samachar. Cut off dates & other relevant information related to this recruitment shall be intimated only on AIIMS, Guwahati website.

1 st cut-off date	30 days from the date of publication of the advertisement in Employment News / Rojgar Samachar.
2 nd cut-off date	Will be published on the institute website.
3 rd cut-off date	Will be published on the institute website.
Last date of online application	As on cut-off date
Last date of receipt of the hard copies of online Applications, duly signed, along with self-attested copies of relevant documents as per terms and conditions of the advertisement	15 days from the last date of online application.

College of Nursing, AIIMS, Guwahati			
Sr. no	Post	Number	Category
1	Professor cum Principal Nursing College	1	1- UR
2	Associate Professor (Reader)	2	2- UR
3	Lecturer in Nursing	3	3- UR
4	Tutor/ Clinical Instructor in Nursing	17	9-UR; 4-OBC; 2-SC; 1-ST; 1-EWS
TOTAL		23	15-UR; 4-OBC; 2-SC; 1-ST; 1-EWS

Unreserved (UR), Other Backward Classes (OBC), Schedule Caste (SC), Schedule Tribe (ST), Economically Weaker Sections (EWS).

Note:

1. The above vacancies are provisional and subject to variation. The Executive Director, AIIMS, Guwahati reserves the right to vary the vacancies including reserved vacancies as per the Govt. of India Rules/Circulars and requirements or otherwise.

2. This is a “**Rolling Advertisement**” and will be used to fill the unfilled posts and new vacancies by issuing subsequent update in the notification on the website of AIIMS, Guwahati and other details are as follows.

a. This advertisement will be valid for one year; the advertisement will be published in the Employment News/Rojgar Samachar once only.

b. The first cut-off date is 30 days (up to 5:00 pm) from the date of publication of the advertisement in the Employment News/ Rojgar Samachar (whichever date is later).

c. Candidates who might not be fulfilling eligibility criteria as on the first cut-off date, but might be fulfilling the criteria in the subsequent cut-off dates, may keep looking for employment opportunities on the Institute's website.

3. 4% of the total vacancies is horizontally reserved for PwBD (OH-OL and BL) candidates as per Ministry of Social Justice and Empowerment's notification number 16-15/2010-DD.III dated 29th July, 2013 as amended from time to time as applicable. Only such persons would be eligible for reservation under PwBD (OH-OL & BL) quota in service/posts who suffer from not less than 40% of physical disability. Person who wants to avail the benefit of reservation would have to submit a Disability Certificate as issued by a Competent Authority in prescribed format.

4. Reservation for Economically Weaker Sections (EWSs) shall be applicable as per Govt. of India, Office Memorandum No. 36039/1/2019-Estt (Res) DoPT dated 19th January, 2019 and 31st January, 2019. EWS candidate must ensure that they have a valid EWS certificate on the last date of submission of application. EWSs Candidates will attach certificate issued by the competent authority in the form prescribed as per **Annexure-V. In case suitable Economically Weaker Sections (EWSs) candidates are not found, these posts will not be carried forward/or considered as backlog vacancy, hence Unreserved (UR) candidates may also be allowed provisionally to apply against EWSs posts advertised through above referred advertisement who may be considered in case suitable EWSs candidate are not found to fill up these posts reserved for EWSs.**

5. Reservation will be as per Government of India Policy.

6. The cut-off date to determine the maximum age limit, essential qualification & experiences will be the last date of submission of online application.

7. The period of experience wherever prescribed shall be counted after obtaining the prescribed qualification.

The Essential Qualifications and Experiences for the Posts are as under:

Sl.	Name of the Post	Qualifications/Experience	Age Limit
1	Professor cum Principal	Essential: (i) Master's Degree in Nursing with advance specialization in Nursing. (ii) Must be registered Nurse and Midwife. (iii) 10-year experience in Nursing field after registration as Nurse, out which seven years must have been spent in Nursing education or administration after obtaining the prescribed postgraduate qualification. Desirable: Ph.D in Nursing	Up to 55 years
2	Associate Professor (Reader)	Essential: (i) Master Degree in Nursing from a recognized Institution/ University (ii) Registered Nurse Midwife (iii) Eight years experience after M. Sc (Nursing) including 05(five) years teaching experience. Desirable: Ph.D in Nursing	Up to 50 years
3	Lecturer in Nursing	Essential: (i) Master's Degree in Nursing from a recognized Institution/University. (ii) Registered Nurse Midwife (iii) Five years experience with a minimum of two years teaching experience in Nursing Desirable: Ph.D in Nursing	Up to 50 years
4	Tutor/ Clinical Instructor	Essential: (i) B.Sc. Nursing/Post B.Sc. Nursing Degree from an Indian Council recognized Institute/University OR Registered Nurse and Midwife with sister Tutors Diploma (ii) Three years teaching experience in Teaching Institution	Up to 35 years

GENERAL CONDITIONS

1. All the posts carry usual allowances as admissible to Central Government Employees of similar status at **Guwahati, Assam**.

2. Application Process: The aspiring applicants satisfying the eligibility criteria in all respect can submit their **application ON-LINE mode** followed by the submission of the hard copy of the online form. The on-line registration of application will be made available on AIIMS, Guwahati official website i.e. <https://aiimsguwahati.ac.in>

The link for submission of online applications in respect of above said posts along with other relevant information will be activated on the date of advertisement on Employment News/ Rojgar Samachar or earlier (as posted on the website).

The last date of online submission of applications will be 30 days from the date of publication of the advertisement in Employment News/Rojgar Samachar. In case the last date falls on weekly off or holidays, then the last date of submission of application will be shifted to the next working days (up to 5.00 PM).

The hard copy of the on-line applications has to be sent along with self-attested copies of certificates/documents in support of fulfilling the essential criteria of age, educational qualification, experiences etc. besides others in support of their candidature within **15 days** from the cut-off date of online application.

The hard copy of on-line application shall be enclosed with self-attested copies of Matriculation Certificate, Degree Certificate/Mark-Sheets or equivalent certificates/Mark sheets, Experiences Certificates indicating teaching etc. The Experience Certificate should clearly show the period of experience, duration of experience (“from” to “to”), Nature of experience (either teaching or otherwise) etc. The candidates can only mention those teaching experiences which are recognized.

The signed hard copy of on-line application along with all above mentioned certificates/documents should be sent through Speed Post/Courier etc. within stipulated period.

On-line application without receipt of hard copy application will not be considered.

The application shall be enclosed with self-attested copies of Matriculation Certificate, Degree Certificate/Mark-Sheets, Teaching/Research Experiences Certificates, Check list (**Annexure-VI**) etc. The Experience Certificate should clearly show the period of experience, duration of experience (“from” to “to”), Nature of experience (either teaching or research) etc. The candidates can only mention those teaching experiences which are recognized by Indian Nursing Council/Govt. of India.

Address for sending the hard copy of the on-line application and relevant documents is as under:

**The Administrative Officer,
All India Institute of Medical Sciences,
Silbharal, Changsari, Guwahati, Assam -781101**

The envelope containing the application should be super-scribed with **“Application for the post of – College of Nursing, AIIMS, Guwahati.**

3. Candidates are advised to fill their correct and active e-mail ID in the online application, as all correspondences will be made by the Institute through e-mail. Test/Interview schedule will be mailed in due course to the candidate in their registered e-mail.

4. The applicants applying in response to this advertisement should satisfy themselves regarding their eligibility for the post applied for. They must be fulfilling eligibility criteria as on the closing date of online applications failing which their application will be rejected.

5. The link for on-line application will close on the last date of the receipt of application i.e., **30 days** from the date of publication of advertisement in Employment News. The candidature of such applicants who fails to complete the online application submission by the stipulated date and time will not be considered and no correspondence in this regard will be entertained.

6. The candidate must ensure that their latest photo and signature should be clearly visible in preview at the time of filling of application in online mode. If photo/signature image is displayed small or not visible in preview on website, that means photo/signature is not as per the AIIMS, Guwahati prescribed guidelines and, in that case, their application

will be rejected. So, candidates are advised to be careful while uploading their photo and signature. Both must be visible clearly on online application form

7. In case a candidate wishes to apply for more than one post, he/she is required to fill in the form separately through on-line mode followed by paying application fees as applicable is to be paid.

8. Pay Scale:

1	Professor cum Principal	Level 13 of the Pay Matrix (Rs.1,23,100 - 2,15,900/-)
2	Associate Professor (Reader)	Level-12 of Pay Matrix (Rs.78,800 - 2,09,200/-)
3	Lecturer in Nursing (Assistant Professor)	Level -11 of the Pay Matrix (Rs.67,700 - 2,08,700/-)
4	Tutor/ Clinical Instructor	Level-10 of the Pay Matrix (Rs.56,100 - 1,77,500/-)

9. Maximum Age Limit:

Professor cum Principal: - Not exceeding 55 (Fifty-Five) years as on the last date of the online application i.e. 30 days from the date of the publication of this advertisement in Employment News/Rojgar Samachar.

Associate Professor (Reader): - Not exceeding 50 (Fifty) years as on the last date of the online application i.e. 30 days from the date of the publication of this advertisement in Employment News/Rojgar Samachar.

Assistant Professor (Lecturer): - Not exceeding 50 (Fifty) years as on the last date of the online application i.e. 30 days from the date of the publication of this advertisement in Employment News/Rojgar Samachar.

Tutor/Clinical Instructor: - Not exceeding 35 (Thirty-Five) years as on the last date of the online application i.e. 30 days from the date of the publication of this advertisement in Employment News/Rojgar Samachar.

(i) Upper age limit shall be determined as on last date of submission of online applications.

(ii) No age relaxation would be available to SC/ST/OBC candidates applying for unreserved vacancies.

(iii) Age relaxation permissible to various categories is as under:

Sl no.	Category	Age Relaxation permissible beyond the upper age limit
1	SC/ST	05 years
2	OBC	03 years
3	PwBD	10 years
4	Government Servant (As per DoPT instruction) Annexure V	05 years

Age relaxation to other categories of the candidates will also be applicable as per the DoPT instructions. However, age relaxation will be regulated as per the DoPT instructions

10. Candidates applying under any of the reserved category posts, viz. SC/ST/OBC/PwBD (OH-OL & BL)/EWS will be considered subject to Caste/PwBD Certificate issued by the appropriate/Competent Authority on the prescribed format. Community should be clearly and legibly mentioned in the Certificate.

11. OBC candidate's eligibility will be based on the caste(s) borne in the Central List of Government of India. OBC candidate(s) should not belongs to Creamy Layer and their sub-caste should match with the entries in Central List of OBC, failing which their candidatures will not be considered under any of the applied reserved category post(s). Applicants applying for the posts reserved for OBC must obtain certificate of OBC (non- creamy layer) in the prescribed form (**Annexure-II & III**) issued by Competent Authority. The certificate should be of the current financial year, in accordance with instructions issued by the Government of India in this respect from time to time. Applicants should ascertain that they belong to the reserved categories (caste) enlisted in the Central List for the Other Backward Classes. OBC candidate(s) should not belong to Creamy Layer and their sub-caste should match with the entries in Central List of OBC, failing which their candidatures will not be considered under any of the applied reserved category post(s). Similarly, EWS certificate will be strictly as per the instructions of the Government of India (**Annexure-IV**).

12. The candidates are to satisfy all eligibility criteria before applying for the post. They must possess the educational qualification and experiences as recognized by the Govt. of India. Their candidature will be cancelled at any stage if it is found that their educational qualification or experiences is not recognized by the Govt. of India.

13. Qualifications and Experiences: Qualifications and experiences as prescribed may be relaxed in exceptional cases at the discretion of the Selection Committee. The experience will be counted as on last date of online application.

14. Short Listing/Methods of the Selection: The prescribed qualification is minimum and mere possessing the same does not entitle any candidate to be called for interview or for selection. Based on bio-data, the Screening Committee may short- list candidates for interview. If large number of eligible candidates apply for any post, the Competent Authority may hold a screening test to short-list candidates for interview. Candidates called for interview will have to produce all relevant original documents in proof of details furnished in their application at the time of interview. They may also be asked to submit an affidavit/declaration as decided by the AIIMS, Guwahati at time of Interview. The methodology of Selection will be decided by the Selection Committee as deemed fit besides any other matter relating to the selection process.

15. Site of Interview: Interviews will be held at AIIMS Guwahati or any other place as decided by the Executive Director, AIIMS, Guwahati. No TA/DA will be paid for appearing in the interview

16. APPLICATION FEES:

a. For Unreserved/OBC/EWS candidates fee is Rs. 1500/-.

b. Application fee once remitted shall not be refunded under any circumstances.

c. No application fee for SC/ST/PwD/Women Candidates of any community.

d. Applications without the prescribed fee would not be considered and will be summarily rejected.

17. The applicants already employed in Government service shall have to produce **No Objection Certificate** from their present employer at the time of Interview. The No Objection Certificate should clearly state that the candidate will be allowed to join if selected and not merely for appearing in the interview (**Annexure-I**).

18. AIIMS, Guwahati decision is final: The decision of the AIIMS, Guwahati in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centres if any, selection and allotment of posts to selected candidates will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

19. Any corrigendum or revision of the advertisement or any other information regarding this recruitment will be posted only on the official website of AIIMS, Guwahati in due course. Candidates are advised to visit our website regularly for updated information in this regard.

OTHER INFORMATION FOR THE CANDIDATES

1. The All India Institute of Medical Sciences is an autonomous body established under Act of Parliament.

2. Service under the Institute is governed by that Act and the Rules & Regulations framed there under.

3. The Institute strives to have a workforce which reflects gender parity and women candidates are encouraged to apply.

4. All the posts carry usual allowances as admissible to Central Government Employees of similar status at Guwahati, Assam

5. Probation period: The period of probation is two (2) years

6. The applicants, who do not have requisite qualifications up to the last date for submission of online applications, will not be considered and will be summarily rejected.

7. Incomplete application(s) will be summarily rejected. Applications received after the last date of submission of online application will not be considered.

8. The period of experience wherever prescribed shall be counted after obtaining the prescribed educational qualification.

9. The employees of the Institute will be governed by the New Pension Scheme as per the provision contained in the Ministry of Finance, Department of Economic Affairs (ECB & PR Division). Notification No. 5/7/2003-ECB&PR dated 22.12.2003. However, pay protection and continuation of past services of the existing Govt. employees selected to the post of Nursing Faculty will be considered strictly as per applicable instructions.

10. Last date of the submission of online application: 30 days from the date of publication of advertisement in Employment News/Rojgar Samachar.

11. The candidates are likely to be posted at rural health and urban health centres or other centres attached with the Institute for the period to be decided by the Institute as applicable.

12. AIIMS reserves the rights to increase or decrease the number of vacancies.

13. While every effort will be made to provide residential accommodation to the Nursing Faculty appointed at the Institute subject to availability but in view of the paucity of the residential accommodation in the campus it may not be possible to provide accommodation in every case. In the event that no accommodation is provided, necessary H.R.A. as admissible to Central Government Servants of similar status stationed at Guwahati, Assam will be provided.

14. Canvassing of any kind will lead to disqualification.

15. The candidate should not have been convicted by any Court of Law.

16. In case any information given or declaration by the candidate is found to be false or if the candidate has wilfully suppressed any material information relevant to this appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the Appointing Authority.

17. The Competent Authority reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.

18. 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.

19. All disputes will be subject to jurisdiction of Court of Law at Guwahati.

For clarifications and enquiries:

Mail to: recruitment-cell@aiimsguwahati.ac.in

**Sd/-
Executive Director
AIIMS, Guwahati.**

ANNEXURE-I

Candidates already employed in Central/State Govt./Semi Govt./Autonomous Institutions/Statutory Organizations/PSUs/ Institute funded by Central/State Govt. should get the following endorsement signed by their present employer (appointing authority).

NO OBJECTION CERTIFICATE

1. Certified that Shri/ Smt./ Kumari _____ holds a post of _____ for the period from _____ to _____ on regular basis in this Department/Office/Institution/Organization. I have no objection to his/her application being considered for the post of _____ in the College of Nursing at AIIMS, Guwahati. In the event of his/her selection of the post, he/she will be relieved from the duty to take up the post of _____ in College of Nursing at AIIMS, Guwahati.

2. Certified that he/she submitted his/her application to the Department/ Office/ Institution/ organization on _____ for onward transmission to AIIMS, Guwahati.

Ref No: _____

Date:

Signature
(Seal with Name and Designation)

ANNEXURE-II

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri / Smt. / Kumari _____ son/ daughter of Shri _____ of Village/Town _____ in District _____ in _____ State belongs to _____ community which is recognized as a backward class under:-

- (1) Resolution No.12011/68/93-BCC© dated 10th September 1993, published in the Gazette of India - Extraordinary - part 1, Section 1, No.186 dated 13th September 1993.
- (2) Resolution No.12011/9/94-BCC dated 19th October 1994, published in the Gazette of India - Extraordinary - part 1, Section 1, No.163, dated 20th October 1994.
- (3) Resolution No.12011/7/95-BCC, dated 24th May, 1995, published in Gazette of India - Extraordinary - part 1, Section 1, No.88, dated 25th May 1995.
- (4) Resolution No.12011/44/96-BCC, dated 6th December 1996, published in Gazette of India - Extraordinary - part 1, Section 1, No.210, dated 11th December 1996.
- (5) Resolution No.12011/68/93-BCC, published in Gazette of India - Extraordinary - No.129, dated the 8th July 1997.
- (6) Resolution No.12011/12/96-BCC, published in Gazette of India - Extraordinary - No.164, dated the 1st Sept 1997.
- (7) Resolution No.12011/99/94-BCC, published in Gazette of India - Extraordinary - No.236, dated the 11th Dec 1997.
- (8) Resolution No.12011/13/97-BCC, published in Gazette of India - Extraordinary - No.239, dated the 3rd Dec 1997.
- (9) Resolution No.12011/12/96-BCC, published in Gazette of India - Extraordinary - No.166, dated the 3rd Aug 1998.
- (10) Resolution No.12011/68/93-BCC, published in Gazette of India - Extraordinary - No.171, dated the 6th Aug 1998.
- (11) Resolution No.12011/68/98-BCC, published in Gazette of India - Extraordinary - No.241, dated the 27th Oct 1999.
- (12) Resolution No.12011/88/98-BCC, published in Gazette of India - Extraordinary - No.270, dated the 6th Dec 1999.
- (13) Resolution No.12011/36/99-BCC, published in Gazette of India - Extraordinary - No.71, dated the 4th April 2000.

Shri/Smt./Kumari _____ and/or his/her family ordinarily reside(s) in the _____ District of the _____ State. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM NO.36012/22/93 – Estt (SCT), dated 08.09.1993) and modified vide Government of India, Department of Personnel and training O.M No.36033/3/2004-Estt. (Res) dated 09.03.2004.

Place:

Signature

Date:

District Magistrate/ Dy. Commissioner etc. (With seal of office)

Strike out whichever is not applicable

NB: (a) The term 'ordinarily' used here will have the same meaning as in section 20 of the Representation of People's Act., 1950.

The Authorities competent to issue OBC caste certificates are indicated below:-

- (i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner /Additional Deputy Commissioner / Deputy Collector / 1st class Stipendiary Magistrate / Sub - Divisional Magistrate / Taluk Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of 1st class Stipendiary Magistrate).
- (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate/ Presidency Magistrate.
- (iii) Revenue Officer not below the rank of Tahsildar, and
- (iv) Sub-Divisional Officer of the area where the Candidate and or his family resides.

ANNEXURE-III

DECLARATION TO BE SIGNED BY OBC CANDIDATES ONLY

I _____ son/daughter/wife of _____ resident of Village /
Town/City/ District _____ State _____ Community
_____ (certificate enclosed) hereby declare that I belong to the
_____ community which is recognized as a backward class by the Govt. of India for the
purpose of reservation in services as per orders contained in Department of Personnel and Training Office Memorandum
No.36012/22/93-Estt (SCT) dated 08.09.1993. It is also declared that I do not belong to the persons / sections (creamy
layer) mentioned in Column-3 of OM No.36012/22/93.Estt (SCT) dated 08.09.1993 and modified vide Govt. of India,
Department of Personnel and Training OM No.36033/3/2004-Estt (Res) dated 09.03.2004.

Place:

Signature of applicant

Date:

(in running handwriting)

*** Note:** The closing date for receipt of application will be treated as the date of reckoning the OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer.

ANNEXURE-IV

Government of
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No:

Date:

VALID FOR THE YEAR

1. This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____ permanent resident of _____, village/ street _____ post office _____, District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her “family”** is below Rs.8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets***:

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari belongs to the caste which is not recognized as a Schedule Caste, Schedule Tribe and Other Backward Classes (Central List).

Recent passport size
attested photograph
of the applicant

Signature with seal of Officer

Name:

Designation:

* Note1: Income covered all sources i.e. salary, agricultural, business, profession, etc.

** Note2: The term “Family” for this purpose include the person, who seeks benefit of reservation, his/her parents are siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

*** Note3: The property held by a “Family” in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

ANNEXURE-V

The form of certificate to be produced by Government Servants for Claiming Age Concession

(Letter Head of the Institute/Issuing Authority)

This is to certify that Shri/Ms./Dr. _____ S/o, D/o, W/o. _____ is regularly appointed employee of this Organization/Department/ministry and duties performed by him/her during the period(s) are as under Certified that:

* (a) Shri/Ms./Dr. _____ holds substantively a permanent post of _____ in the Office/Department of _____ with the effect from _____.

* (b) Shri/Ms./Dr. _____ has been continuously in temporary service on a regular basis under the Central Government in the post of _____ in the Office/Department _____ with effect from _____.

Signature: _____

Name: _____

Designation: _____

Ministry/Office: _____

Address: _____

Office Seal: _____

ANNEXURE VI**CHECK LIST**

S.No.	Particulars of enclosures	Yes / No / Not applicable
1	Print out of completely filled application form duly signed in each page.	
2	Birth Certificate/ any Age Proof	
3	Matriculation Certificate	
4	Intermediate / + 2 Science	
5	B.Sc Nursing certificate	
6	M.Sc Nursing Certificate	
7	Any other degree	
8	Experience Certificate(s) & Relieving Orders	
9	Registration & Additional Registration with Indian Nursing Council	
10	Community Certificate [SC / ST / OBC (Non-Creamy Layer)/EWS]	
11	Disability Certificate (if applicable)	
12	ANNEXURE-I: NO OBJECTION CERTIFICATE	
13	Bond Certificate/Bond Affidavit/Bond Relieving Certificate (if any)	
14	Any others Relevant Documents	