



अखिल भारतीय आयुर्विज्ञान संस्थान रायपुर छत्तीसगढ़
All India Institute of Medical Sciences, Raipur (Chhattisgarh)
G.E. Road, Tatibandh,
Raipur - 492099 (C.G)
www.aiimsraipur.edu.in

No.Ow/AIIMS/2024/1030

Dated: - 31st January, 2024

ADVERTISEMENT FOR [REDACTED] POST ON CONTRACTUAL BASIS FOR 1 YEAR FOR QI PROJECT IN NEWBORN AND CHILD HEALTH at AIIMS, RAIPUR, CHHATTISGARH

Applications are invited for filling up of following posts in a QI Project funded by UNICEF, at AIIMS, Raipur, Chhattisgarh, for a period of 01 year purely on contractual basis as per below mentioned details:

Details of posts for QI Project funded by UNICEF, AIIMS, Raipur vacancy details:

Code of Post	Designation	No. of Post	Salary (per month)	Age (In years)
QI/01	Program Manager cum Data Entry Operator	01	₹ 25,000/-	Upto 33

Nature of Employment: Contractual

Duration of Employment: 01 year extendable to 01 more year, depending on the candidate's performance.

Job Location: Department of Pediatrics, AIIMS, Raipur.

डॉ. अतुल जिंदल
Dr. Atul Jindal

अतिरिक्त प्राध्यापक (बाल एवं किशु रोग विभाग)
Additional Professor (Pediatrics)

अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर (छ.ग.)
All India Institute of Medical Sciences, Raipur (C.G.)

TERMS OF REFERENCE

1. PROGRAMME AREA AND SPECIFIC PROJECT INVOLVED:

AIIMS Raipur Chhattisgarh in collaboration with UNICEF Raipur moving forward for improving newborn and child health care delivery using quality improvement intervention package.

2. WHAT IS THE BASIC PROJECT OBJECTIVE TO WHICH THE CONSULTANCY IS RELATED?

The objective of the assignment is to provide technical support for Database management and supportive supervision and teleround for QI on newborn and child health project.

3. DUTY STATION: AIIMS, Raipur Chhattisgarh

4. SUPERVISOR: Principle Investigator, QI Newborn and Child Health project, AIIMS Raipur.

5. TECHNICAL REPORTING: Health Specialist UNICEF, Raipur, C.G.

6. ESTIMATED DURATION OF THE CONTRACT:

- February, 2024 to January, 2025. Extendable up to 1 more year based on the satisfactory performance, project need and further approval.

7. OFFICIAL TRAVEL INVOLVED (ITINERARY AND DURATION).

- Local and outstation travel as required or suggested by supervisor.

Q.I. Code 01: - Program Manager Cum Data Entry Operator

1. JOB RESPONSIBILITIES:

In consultation with QI newborn and Child health project team, program manager needs to perform following duties:

1. Facilitate for Data Collection, Compilation, Analysis and review related to project area.
2. Regular coordination with District teams to promote the quality and timely data support.
3. Help the P.I. in condition of trainings on Q.I, ETAT/HDU and newborn Care.
4. Any other task assigned by supervisor/Technical reporting person.

2. QUALIFICATIONS /EXPERIENCE/ COMPETENCIES REQUIRED:

- Graduate with any stream from a recognized board/University/Institute.
- Certificate in computer application ex:- DCA/PGDCA
- Should possess a speed of not less than 8000 key Depression per hour for data entry work.

Desirable: 1 year degree or diploma in Basic computer knowledge of word / Excel / Power point.

- Working experience of two years.
- Knowledge of Statistics

3. REMUNERATION:

- Professional Fee @ ₹ 25,000 per Month

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(Signature)

4. APPLICATION PROCEDURE:

Your application should be sent to dratuljindalproject39@gmail.com by 10th February, 2024 with Subject line "**Newborn and Child Health**" in separate file consisting of:

- A suitability note with reference to qualification, experience and competencies required.
- Up-to-date Curriculum Vitae

Terms and conditions

1. All the above mentioned vacancies are for fixed tenure of 01 year and not an employment on AIIMS Raipur pay roll. Employment will automatically terminate upon completion of the 01 year from the day of joining of duties and there is no liability for permanent employment on AIIMS, Raipur or principal investigator. Also the candidates have no right to claim permanent employment based on this job.
2. The contract can however be extended to a maximum of 01 more year depending on the candidates' performance.
3. No TA/DA will be paid for attending the interview. Interested candidates may appear for walk-in interview. Candidates should bring duly filled application form (As per the prescribed Performa) and all original certificates of educational qualifications, copies of research publication and experience certificate if having along with a photo and set of self-attested photocopies of all certificates at the time of interview.

Candidates have to download the application form from the below given url and submit the same with self-attested Xerox copy of the certificates. The duly filled application form along with certificate copies should be sent either through speed post/ registered post to Dr. Atul Jindal, PI, QI Project on newborn and child health care, Room no. 1111, 1st floor, Medical College Building, Gate No. 05, AIIMS, Raipur, Chhattisgarh, Pin Code 492099 on or before **10th February, 2024** by 05.00 PM.

The application envelope should be super scribed as "Application for the contractual post of In QI Project on newborn and child health care, AIIMS, Raipur."

It is the sole responsibility of the candidate to track for the application and the undersigned is not responsible for any postal delay.

The candidate needs to submit the application as per the format. No change in serial no. order and the heading of column to be made. Annexures may be added as separate sheets, if required.

The application in the said format is to be properly typed and signed.

Two recent self- signed passport sized color photographs are to be attached with stapled/pinned on first page of the Performa format.

One set of self- attested xerox copy of all relevant certificates, first page of all scientific publication (Only PUBMED indexed) and experiences if any must be attached with the application form.

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Selection procedure

The applications received will be scrutinized by the selection committee. Recruitments will be made through Interview and a written test will be conducted if the eligible candidates are more than 50 per post. Selection is based purely on merit basis.

The list of candidates found eligible will be displayed on college website. The candidates are advised to check the college website <http://www.aiimsraipur.edu.in> for the date, time and venue for the interview or written test. No separate communication will be sent to the candidates.

Recruited candidates will be notified through email.

Date and time of Walk in Interview:

Date: - 13th February, 2024.

Time: - 10:00 AM

Venue: Room no: - 1111, 1st floor, Medical College Building, Gate No. 05, All India Institute of Medical Sciences, Tatibandh, G.E Road, Raipur, Pin: 492099

For any queries contact or write to:

Dr. Atul Jindal
Additional Professor & PI
Q.I. Newborn and Child Health
Department of Pediatrics,
AIIMS, Raipur, C.G.

Email: dratuljindal@gmail.com

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10. Educational Qualification:-

Name of Examination	Subject/ Discipline/ Specialty	University/ Institute/ College	Year of Passing final examination	Marks obtained	Percentage

11. Work Experience if any:- Attach annexure
12. Publications if any(only PUBMED indexed journals): Attach annexure
13. If selected what period would you require for joining the post: _____

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished herein if found to be incorrect or false, then I shall be liable for action as per rules in force.

Name of Candidate:

Signature of Candidate:

Date

Place:-