



निर्देशक (एनिम्स) का कार्यालय
OFFICE OF THE DIRECTOR (ANIIMS)
अण्डमान निकोबार द्वीप समूह चिकित्सा संस्थान
ANDAMAN & NICOBAR ISLANDS INSTITUTE OF MEDICAL SCIENCES
अण्डमान तथा निकोबार प्रशासन
Andaman & Nicobar Administration

F.No.6-48/ANIIMS/Estt./Cont.Appt/2021

Port Blair, dated 26/09/22

VACANCY NOTICE

Applications are invited for walk-in-interview for the engagement of Retired Government Officers as Accounts Officer and AD (Admin.) on contract basis.

The Director, Andaman and Nicobar Island Institute of Medical Science (ANIIMS) under Society, ANIMERS invites application from retired Deputy Secretary, Assistant Secretary and Assistant Director well versed with Establishment/Administrative Rules, procedures and accounting procedures/ policies who have served in Central Government / Andaman and Nicobar Administration, for engagement as Accounts Officer and AD (Admin.) on contract basis for a period of (01) One Years. Interested persons who possess good health, and are in a position to join immediately may walk in for a interview to be held on 13/10/2022 at 10:30 AM at the ANIIMS Admin Block.

S.No.	Name of the Posts	Nos. of Posts	Maximum age limit	Educational Qualification and Experience	Period of Engagement
1.	Assistant Director (Admin)	01	63 years on the date of application	Graduate in any Discipline Experience:- Three year experience as AD/AS/Administrative Officer	01 (One) Years
2.	Accounts Officer	01		Graduate in any Discipline Experience:- Three year experience as Accts Officer/AD/AS.	

Note:

1. The candidates should bring their original certificates and a copy of self-attested certificates of all supporting documents of their educational qualification, experience, proof of age etc., along with filled in prescribed perform at the time of walk – in- interview.
2. The application form and the detailed terms and conditions may be seen on the website of A&N Administration (www.andman.gov.in).
3. They shall be allowed to avail leave at the rate of 1.5 days for each completed month of services. Accumulation of leave beyond the calendar year may not be allowed.
4. They shall be paid a remuneration as per the formula of last pay drawn minus pension subject to maximum limit of Rs. 45000/-
5. In addition to the remuneration an appropriate and fixed amount as transport allowance for the purpose of commuting between the resident and the place of work shall be allowed not exceeding the rate applicable to the appointee at the time of retirement. No increment or DA shall/will be allowed during the term of contract.
6. All the candidates are requested to be present 01 (One) hour before scheduled time on the date of interview for necessary formalities and verifications of documents.
7. No TA/DA will be paid for attending the interview.
8. The above mentioned posts are purely on contract basis for a period of 01 Year and no claim for any regular appointment can be claimed or will be entertained.
9. In case if it is detected at any stage of selection that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these short comings is/are detected even after selection, his/her services are liable to be terminated without any notice.

10. It shall be ensured by the candidates that the social distancing norms and COVID-19 protocols of wearing mask/ covering the face and maintaining respiratory etiquettes shall be strictly followed by them during the process.
11. The selected candidates will be deployed in ANIIMS/ANIMERS.

DIRECTOR, ANIIMS

Copy to

1. The Director (Health) for kind Information.
2. The Director IP & T for information and necessary action.
3. The Director, Doordharsan for telecast the content in the news in Dweep Darpan.
4. The Station Director, Prasar Barathi, for announcement.
5. The Medical Superintendent, GBPH for information.
6. The Chief Editor The Daily Telegram for publishing the content in The Daily Telegram.
7. The Chief Editor Dweep Samachar, for publishing the content in Dweep Samachar.
8. The Chairman IT Cell for upload the same in the website.
9. Notice Board.

DIRECTOR (ANIIMS)

Copy also forwarded to The PS to Secretary (Health) for kind information to Secretary (Health) A & N Administration, Port Blair.

DIRECTOR, ANIIMS

APPLICATION FORMAT FOR ENGAGEMENT AS

Accounts Officer & AD (Admin)

Name :

Father's Name :

Aadhar Number :

Date of Retirement :

Office where last worked :

Designation last held :

Last pay drawn :

Telephone Number :

Mobile Number :

E-mail ID :

Mailing Address :

Educational Qualification :

Work Experience (Add separate sheet if required)

Organization/Institute	Post held	Period		Nature of work	Remarks
		From	To		

Place :

Date :

Signature