



F.No. 1-4/ANIIMS/Staff appointment/2024-25/117

निदेशकएनिम्सकाकार्यालय

OFFICE OF THE DIRECTOR OF ANIIMS

अंडमाननिकोबारद्वीपसमूहचिकित्सासंस्थान

ANDAMAN & NICOBAR ISLANDS INSTITUTE OF MEDICAL SCIENCES

अंडमानतथानिकोबारप्रशासन

ANDAMAN & NICOBAR ADMINISTRATION

Sri Vijaya Puram, Dated 28th January 2025

Vacancy Notice

The Director, Andaman and Nicobar Islands Institute of Medical Sciences (ANIIMS) under Society, ANIMERS invites application from the eligible candidate for various posts as listed below on contractual basis for a period of one year coterminous with regular appointment.

| Sl.No. | Name of the Post & Age Limit | Qualification | No. Of Vacancy | Consolidated pay |
|--------|---|--|----------------|------------------|
| 1. | Library Assistant Age: Male -18-33 years Female-18-38 years | Essential- ➤ Bachelor degree in Library Science/Information Science Desirable ➤ One year Diploma in Computer Application | 02 | 25,000/- |
| 2. | Stenographer Cum Computer operator Male -18-33 years Female-18-38 years | Essential- ➤ Pass in Senior School Certificate Examination (XII Std) or equivalent from a recognized Board/University. ➤ One year diploma in Computer Application ➤ Should pass in Shorthand and Typewriting examination with a speed of 80 words per minute in Shorthand and 40 words per minute in Typewriting on manual typewriter of 45 w.p.m on computer (45 w.p.m correspond for each word) for becoming eligible for appointment to the post. | 15 | 25,500 |
| 3. | Health Inspector Age: Male -18-33 years Female-18-38 years | Essential:- ➤ XIIth or its equivalent ➤ Diploma in Health Education from a recognized University for Health Inspector post. Desirable:- ➤ One year experience in relevant field | 01 | 25,500/- |
| 4. | Medical Social Worker Age: Male -18-33 years Female-18-38 years | Essential:- ➤ Master's Degree in Psychology/ Sociology/Social work from a recognized Institute. Desirable:- ➤ Two years experience in relevant field | 02 | 25,000/- |
| 5. | TB & Chest Health Visitor Age: Male -18-33 years Female-18-38 years | Essential- ➤ B.Sc. (Hons) Nursing from a recognized Institute/ University Or ➤ Diploma in Nursing with 2 years of experience in the Department of Chest and TB | 01 | 29,200/- |
| 6. | Audiometry Technician Age: Not exceeding 30 years | Essential- ➤ B.Sc. Degree in speech and hearing from a recognized institute/university. Desirable:- ➤ B.Sc. (Hons.) in speech and hearing Clinical Experience in a hospital (ENT). | 01 | 35,400/- |

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| 7. | Speech Therapist Age: Not exceeding 30 years | Essential- ➤ B.Sc. Degree in Speech and Hearing from a recognized Institution/University. Desirable: ➤ M.Sc. in Speech and Hearing Clinical experience in a hospital in the field. | 02 | 35,400/- |
| 8. | Occupational Therapist Age: Not exceeding 30 years | Essential- ➤ 10+2 in science (PCB) ➤ Bachelor Degree in Occupational Therapy from a recognized institution with 02 year experience. | 02 | 35,400/- |
| 9. | Statistician Age: Not exceeding 30 years | Essential- ➤ MSc. In statistics. ➤ Familiarity with standard Electronic Statistical Software. Desirable: Experience in health statistics for 2 years. | 01 | 35,400/- |
| 10. | Medical Record Officer Age: Not exceeding 30 years. | Essential- ➤ Bachelor's Degree preferable with Science & Recognized University or Equivalent. ➤ Should have done one year course in Medical Record from recognized Institution. ➤ Not less than 5 years of experience in organizing and maintenance of Medical records in a not less than 200 Bedded Medical Hospital/institute. | 01 | 44,900/- |
| 11. | Coding Clerk Age: Male -18-33 years Female-18-38 years | Essential- ➤ 10+2 from a recognized board with at least 6 month Diploma/Certificate course in Medical Record Keeping from a recognized Institute / University and 02 years' experience in Medical Record Keeping in a Hospital Setup. And ➤ Ability to use computers - Hands on experience in office applications, spread sheets and presentations. Typing speed of 35 words per minute in English or 30 words per minute in Hindi. | 04 | 19,900/- |
| 12. | Hostel Care Taker Age: Male -18-33 years Female-18-38 years | Essential- ➤ Senior Secondary School (XII) Pass with Diploma in Hospitality Management/ Housekeeping from a recognized Institute Desirable: ➤ Two years' experience as Caretaker in reputed Institution | 02 | 20,000/- |
| 13. | Hostel Attendant Age: Male -18-33 years Female-18-38 years | Essential- ➤ X Matriculation from a recognized Institution/Board | 08 | 18,000/- |
| 14. | Health Educator Age: Not exceeding 30 years for both male & female | Essential:- ➤ Bachelor Degree from a recognized University/ College ➤ Diploma in Health Education of 01 year regular course from a recognized University/ Institution OR | 02 | 35,400/- |

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| | | <ul style="list-style-type: none"> ➤ Diploma in General Nursing and Midwifery with minimum 03 months certificate in Health Education from a recognized University/ Institution. | | |
| 15. | <p>Network Engineer</p> <p>Age: Male -18-33 years Female-18-38 years</p> | <p>Essential:-</p> <ul style="list-style-type: none"> ➤ B-tech/BE in Computer Science, Information Technology. ➤ Certifications such as CCNA, CCNP, CompTIA Network+, or similar. <p>The Candidate may have following skills</p> <ol style="list-style-type: none"> 1. Strong knowledge of network protocols (TCP/IP, DNS, DHCP, etc.). 2. Proficiency in configuring and maintaining routers, switches, firewalls, and network devices. 3. Experience with network monitoring tools. 4. Understanding of cybersecurity principles and practices. 5. Troubleshooting and problem-solving skills. | 01 | 44,900/- |
| 16. | <p>Software Engineer</p> <p>Age: Male -18-33 years Female-18-38 years</p> | <p>Essential:-</p> <ul style="list-style-type: none"> ➤ BE/B-TECH degree in Computer Science, Software Engineering. ➤ Knowledge of software development lifecycle (SDLC). <p>The Candidate may have following skills</p> <ol style="list-style-type: none"> 1. Proficiency in programming languages like Python, Java, C++, or JavaScript. 2. Knowledge of frameworks and libraries. 3. Familiarity with databases (SQL/NoSQL). 4. Understanding of version control systems (e.g., Git). 5. Problem-solving and debugging skills. | 01 | 44,900/- |

General Instructions:-

1. Interested and eligible candidates should submit their application in the prescribed format (available in the official website of ANIIMS <http://andssw1.and.nic.in/aniims> and official website of Andaman and Nicobar Administration <https://www.andaman.gov.in>) along with the copies of relevant documents to Recruitment Cell, ANIIMS (from 10:00 AM till 04:00 PM).
2. The completed application should have required supporting, i.e., copies of academic qualification, experience certificate, Photo ID. Incomplete application stands cancelled/ rejected.
3. The number of vacancies is subject to change without prior intimation (increase/decrease/cancelled).
4. Last date of receiving the completed application offline is on 15.02.2025 till 04 pm. No application will be entertained after last date. Online application will not be entertained.
5. The venue of interview, date of interview/details of selection test will be intimated through the official website <http://andssw1.and.nic.in/aniims> of ANIIMS after scrutiny of the applications received.
6. Selection committee reserves all rights to change the selection procedure, rules and cancellation of rules. The decision of selection committee regarding appointment of candidate will be final and no representation will be entertained in this regard.
7. The above said posts are purely temporary and the candidate has no right to claim for regular appointment. Selected candidates will not be eligible for any benefits of the permanent employee.
8. The Director, ANIIMS, Port Blair reserves the right to reschedule /cancel notified vacancies at any stage of the “interview/selection”.
9. No TA/DA will be paid for appearing in the interview.

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Director ANIIMS



ANDAMAN & NICOBAR ISLANDS INSTITUTE OF MEDICAL SCIENCES (ANIIMS), PORTBLAIR

(FORM TO BE FILLED IN CAPITAL LETTERS ONLY)

Post Applied For :.....

| | | | | | | |
|---|--|--------------------|---|-------------------------------|---------------------|-----------------------|
| 1 | Personal Details: <ul style="list-style-type: none"> • Name • Father/Mother name • Email ID • Mobile No. • Nationality • Gender | | RECENT PHOTOGRAPH (TO BE COUNTER SIGNED) | | | |
| 2 | Date of Birth & Age(as on last date of application) | | | | | |
| 3 | Address for Correspondence | | | | | |
| 4 | Permanent Address | | | | | |
| 5 | GOI issued ID No. (Passport/PAN/Voter ID/Aadhaar) | | | | | |
| 6 | Current Job Details: <ul style="list-style-type: none"> • Current Post held: • Institution Name: | | | | | |
| 7 | Current nature of job :Regular /Contractual/Private | | | | | |
| 8 | Educational Qualification: (A) School | | | | | |
| | Name of the examination | Institute/Board | Year of passing final examination | Marks obtained /Max. marks | Percentage of marks | |
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| | (B) College | | | | | |
| | Qualification | Subject/Discipline | Year of passing | Institute /College/University | Percentage (marks) | Awards/Distinctions |
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| 9 | Experience | | | | | |
| | S.No. | Name of the post | Institute/Place of work | Period | | Nature of work |
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Check list of supporting documents(copy of original)

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| I. | Photo ID Proof (PAN Card, Aadhaar, Voter ID, Driving License, etc.) | |
| II. | Address Proof | |
| III. | 10 th pass certificate along with mark sheet | |
| IV. | 12 th pass certificate along with mark sheet | |
| V. | Bachelor's Degree-UG along with mark sheet | |
| VI. | Post graduate degree along with mark sheet | |
| VII. | Diploma certificate with mark sheet in relevant subject | |
| VIII. | Passing certificate of respective degree | |
| IX. | Experience certificates | |

Declaration:

I do hereby declare that the particulars furnished above by me are correct to the best of my knowledge and in the event of any information being found to be false or incorrect, my candidature /appointment may be cancelled/terminated without any notice even after selection.

Date:
Place:

Candidate Name & Signature