



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 No- 2-378/2023-24/AIIMS/GHY/ESTT. /DEPUTATION / Pt-1/ 4067

Date- 18/03/25

ADVERTISEMENT FOR RECRUITMENT OF GROUP- 'A' POSTS OF ACCOUNTS OFFICER ON DIRECT RECRUITMENT BASIS AT AIIMS GUWAHATI

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.

1. Online applications from Indian/other citizens as permissible under the applicable Act/Rules are invited for the following posts on Regular basis in All India Institute of Medical Sciences, Guwahati, Assam.

2.1.DETAILS OF VACANCIES

Sl.	Name of the Post	Group	Pay Level (as per 7th CPC)	Total	SC	ST	OBC	EWS	UR
1	Accounts Officer	A	Level-10	1	0	0	0	0	1

Abbreviation Used: UR- Un-Reserved, OBC- Other Backward Class, SC-Schedule Caste, ST- Schedule Tribe, EWS- Economically Weaker Section.

Note: The advertisement has been published in the Employment News on 5th April,2025.

2.2. IDENTIFICATION OF POSTS FOR PERSONS WITH BENCHMARK DISABILITIES (PwBD):

Identification of suitability in respect of post under benchmark disabilities shall be governed by the notification no. 38-16/2020-DD-III dated 04.01.2021 and any further amendment issued by the Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment, Govt. of India and four percent of vacancies in the cadre strength shall be reserved for Persons with Benchmarked Disabilities as per instructions of Government of India.

3. ELIGIBILITY CONDITIONS

Sl.	Post	Age Limit	Essential Educational and other Qualification
1	Accounts Officer	Between 21-35 years	<u>Essential Qualifications:</u> Graduate in Commerce with at least 55% in aggregate Experience: 3years' experience in Supervisory capacity in Govt. Organization. Desireable: Chartered Accountant/Cost Accountant or MBA (Finance)

4. GENERAL TERMS & CONDITIONS:

- a) 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.
- b) Reservation will be as per Government of India Policy.
- c) The cut-off date to determine the maximum age limit, essential qualifications & experiences will be 30 days from the date of publication of the advertisement in Employment News/ Rojgar Samachar. However, separate notification shall be published in the Institute website regarding online application.
- d) The period of experience, wherever prescribed, shall be counted after obtaining the prescribed essential qualifications.
- e) Age Relaxation:
 - i. No age relaxation would be available to SC/ST/OBC candidates applying for unreserved vacancies.
 - ii. Age relaxation permissible to various categories is as under: -

Sl.	Category	Age Relaxation permissible beyond the upper age limit
1.	SC/ST	05 Years
2.	OBC	03 Years
3.	PwBD	10 Years
4.	Personnel serving in Central/State Government and Autonomous Institution of Central & State Government and for regular employees of AIIMS concerned who have completed three years of regular service period *	05 Years

*As per Recruitment Rules of Non- Faculty posts for New AIIMS 2015. Decision in this regard will rest with the Competent Authority of AIIMS, Guwahati. In addition, candidates have to submit **Annexure -I for claiming age relaxation.**

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

f) Reservation:

- i. Reservation for SC/ST/OBC/EWS/PwBD will be as per the Policy of Government of India.
- ii. Candidates, who will apply against any of the reserved category posts, viz. SC/ST/OBC/PwBD/EWS, will be considered on the production of valid Caste/PwBD/EWS Certificate issued by the Appropriate/Competent Authority on the prescribed format.
- iii. **For OBC Candidates:**
 - a) Candidates applying under OBC category must produce the valid caste certificate in the format provided by DoPT vide O.M. No. 36036/2/2013-Estt. (Res.) dated 30.05.2014 and as amended from time to time.
 - b) OBC candidate's eligibility will be based on the caste(s) borne in the Central List of Government of India.
 - c) The vacancies are being advertised in the Financial year 2023-2024, therefore, valid NCL-OBC certificate issued after 01.04.2023 will be considered valid. Candidates who have NCL-OBC certificate issued before this period (i.e. 01.04.2023) will not be considered valid for this advertisement. **Therefore, OBC candidate must ensure that they have a valid OBC certificate (Format is enclosed as Annexure-II).**
 - d) OBC candidate(s) should not belong to Creamy Layer and their sub-caste should match with the entries in the Central List of OBC, failing which their candidature will not be considered for OBC post. They will however be treated as UR candidate (if UR posts advertised).
 - e) **In addition to above, OBC candidates have to submit declaration in prescribed proforma attached at Annexure-III.**
- iv. **For EWS Candidates:**
 - a) The vacancies advertised under EWS category are as per the instructions issued by DoPT, Ministry of Personal, Public Grievances & Pension, Govt. of India, Vide OM No 36039/1/2019-Estt(Res) dated 31.01.2019. Application under EWS category will be considered subject to submission of Income and Assets certificate in the prescribed format issued by the Competent Authority and subject to verification of genuinity of the certificate by the issuing authority. Therefore, EWS candidate must ensure that they have valid EWS certificate showing the income from all sources for the financial year prior to the year of application as per DoPT OM No 36039/1/2019-Estt (Res) dated 31.01.2019 **(Format is enclosed as Annexure-IV).**

Candidates who fail to produce valid EWS certificate will not be considered for reservation under this category. They will however, be considered as UR candidate.

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 are also be allowed provisionally to apply against EWSs posts advertised through above referred advertisement who may be considered incase suitable EWSs candidate are not found to fill up these posts reserved for EWSs.

- b) All candidates are permitted to apply against posts earmarked for EWS subject to the following conditions:
- (i) That their candidature will be considered only if EWS applicants are not available.
 - (ii) That their candidature will be as UR candidates only, which means, there shall be no relaxations which are otherwise permitted under their specific categories.
 - (iii) Under no circumstance, the fees will be refunded.
- c) As per DoPT OM No 36039/1/2019-Estt (Res) dated 31.01.2019, the crucial date for submitting income and asset certificate by the candidates is the closing date for receipt of application for the post. Therefore, EWS candidate must ensure that they have a valid EWS certificate for the financial year 2023-24.
- v. Reservation for PwBD will be as per the guidelines /Instruction contained in DoP&T OM No. 36035/02/2017-Estt (Res) dated 15.01.2018 with regard to reservation for persons with disabilities. Only such persons would be eligible for reservation under PwBD 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. However, the candidature of PwBD applicant is subject to evaluation by a Medical Board duly constituted by the Executive Director, AIIMS, Guwahati. This Medical Board will evaluate suitability of candidates for the post he/she is being considered for. All the instructions of Govt. of India as amended and as applicable in this matter will be followed.

g) No Objection Certificate (NOC):

- i. No Objection Certificate from the present employer is mandatory, otherwise, candidature will not be considered for any post. Therefore, candidates are requested to kindly upload the same while applying. Further, it is mandatory to produce the same NOC at the time of Document Verification. (**Format is enclosed as Annexure-V**).
- ii. Candidates who are working as contractual employee in Government/Semi Government/PSUs/Autonomous Bodies or any institution funded by Government, also have to produce NOC mandatorily.
- iii. In case of change in employment status on or before selection process due to any reasons, they have to take fresh permission from their new employer before Skill Test/interview/document verification, if any, and they also have to submit fresh NOC from their new employer.
- iv. Candidates need to submit NOC for this advertisement only. NOC obtained against other advertisement and/or issued before publication of this advertisement in the Institute website/News Paper, will not be considered.

h) APPLICATION FEES:

- i. For Unreserved/OBC/EWS candidates is Rs.1500/-
- ii. For SC/ST/PWD /Woman candidates is Fee exempted
- iii. The candidates should pay the prescribed application fee online by clicking the link provided in the website..
- iv. Application fee once remitted shall not be refunded under any circumstances.
- v. Incomplete application(s) and application received without the prescribed fee would not be considered and summarily rejected. The decision of the Competent Authority of AIIMS, Guwahati in this regard will be final.

5. HOW TO APPLY:

- a) The aspiring applicants satisfying the eligibility criteria in all respect should submit their application through **ON-LINE** mode followed by submission of the **hard copy of the online form**, duly signed at designated place. Candidates are required to upload the scan copy of attested copies of certificates in support of date of birth, educational qualification, experience, caste certificate & other relevant documents during online application.
- b) The link for the On-line 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).

c)

Cut Off date	30 days from the date of publication of the advertisement in Employment News/ Rojgar Samachar i.e. 5 th May,2025
Last date of Online application	
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 receipt of online application i.e 20 th May, 2025.

- d) In case the last date falls on weekly off or holidays, then the last date of submission of hard copy of application will be shifted to the next working days (up to 5.00 PM).
- e) Failure to submit Hard Copy of on-line application along with all supporting documents as mentioned in this advertisement, by the due date will lead to cancellation of candidature. Uploading of illegible document will also lead cancellation of candidature and hence candidates are required to be careful while uploading the documents/credentials. Hard Copy of application should be forwarded through Speed Post/Courier etc. only & will not be received physically. Institute will not be responsible for delay in delivery.
- f) Hard Copy of application without online application will not be accepted.
- g) The hard copy of on-line application, duly signed at designated place, have to be sent with the following documents to the address mentioned below within 15 days from the last date of receipt of online application:
- (i) Completed Check list (**Annexure- VI**)
 - (ii) Self-attested copies of the documents as indicated in the check list such as Matriculation Certificate, Degree & Post Graduate or equivalent qualification certificates, Teaching, Research and Others Experiences Certificates etc. (as applicable). The Experience Certificate should clearly show the period of experience, duration of experience (“from” to “to”), Nature of experience (either teaching or research) etc.
- h) Candidates are instructed to forward their application with relevant documents as mentioned above in a suitable envelop (size A-4 or above), mentioning the following format in the top of the envelope.

Advertisement No.....	
Application No.....	
Application for Post & Department.....	
Category.....	
From:	To,
	The Asst. Administrative Officer(i/c),
	All India Institute of Medical Sciences, Guwahati,
	Changsari Assam - 781101

- i) 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 cut-off date of online applications failing which their application will be rejected. 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.
- j) The aspiring applicants satisfying the eligibility criteria in all respect can apply through ON-LINE application mode only. The On-line registration of application will be made available on official website of AIIMS, Guwahati i.e. <https://www.aiimsguwahati.ac.in>.
- k) 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. Candidate must apply through the registered website of AIIMS Guwahati i.e. <https://www.aiimsguwahati.ac.in> only. Applications received through any other mode will not be accepted and summarily rejected.
- l) Candidates must fill all the fields of the online application form correctly. There is no provision for correcting the details after the submission of online application form. Request for change in any information at later stage will not be considered and summarily be rejected.
- m) 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.
- n) If any document/certificate furnished is in a language other than Hindi or English, a transcript of the same in English duly attested by a Gazetted officer is to be submitted.
- o) 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.
- p) In case a candidate wishes to apply for more than one post, he/she is required to fill in the form separately through Online mode and separate application fees as applicable is to be paid. Multiple Applications for a single post are prohibited.

Any query regarding technical problem of on-line application mode may be sent through email to: recruitment-cell-2@aiimsguwahati.ac.in (Only for Online Application Form Related Query)

6. SHORTLISTING AND METHOD OF SELECTION:

- a) **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. In the event of large no of application received, Competent Authority reserves right to exercise any method of short listing as may be deemed fit. The candidate should, mention all his/her qualifications and experience over and above the minimum qualifications. 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.
- b) **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. The Summoning of candidates for interview convey no assurance whatsoever that they will be selected.
- c) **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, methodologies for the selection, 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.

7. IMPORTANT INSTRUCTIONS TO THE CANDIDATES:

- a) The All India Institute of Medical Sciences is an autonomous body established under Act of Parliament.
- b) Service under the Institute is governed by that Act and the Rules & Regulations framed thereunder.
- c) The Institute strives to have a workforce which reflects gender parity and women candidates are encouraged to apply.
- d) All the posts carry usual allowances as admissible to Central Government Employees of similar status at Guwahati, Assam.
- e) Probation period: The period of probation is two years.
- f) 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.
- g) The post(s) is/are whole time and private practice of any kind is prohibited.
- h) 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.
- i) While every effort will be made to provide residential accommodation 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.

- j) Incomplete application(s) will be summarily rejected. Applications received after the last date of submission will not be considered.
- k) Multiple Applications for the same post are prohibited. In case of multiple applications for the same post, last application may be considered. However, it will be the discretion of the Competent Authority to accept/reject any applications.
- l) Decision of the Competent Authority, AIIMS, Guwahati regarding joining period and extension of joining period after selection will be final and binding to all.
- m) Canvassing of any kind will be a disqualification.
- n) The candidate should not have been convicted by any Court of Law.
- o) In case any information given or declaration by the candidate is found to be false or if the candidate has willfully 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.
- p) Disqualification for Appointment on Medical Grounds: - Candidate shall be appointed to the Service, only if, after such medical examination as the Institute may prescribe is found to be in good mental or bodily health and free from any mental or physical defect likely to interfere with the discharge of the duties of the Service.
- q) 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.
- r) 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, methodologies for the 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.
- s) Any corrigendum or revision and addendum, if so, of the advertisement or any other information regarding this recruitment will be posted on the Official website of AIIMS, Guwahati only in due course. Candidates are advised to visit our website regularly for updated information in this regard.
- t) In case of any inadvertent mistake in the process of selection which may be detected at any stage of recruitment even after the issue of the Appointment Letter, the institute reserves the right to modify/withdraw any communication made to the Candidate.
- u) All disputes will be subject to jurisdiction of Court of Law at Guwahati.

CANDIDATES ARE ADVISED TO VISIT OUR WEBSITE i.e. www.aiimsguwahati.ac.in REGULARLY TO GET VARIOUS UPDATES ABOUT THE SELECTION PROCESS FROM TIME TO TIME.

Clarification & Enquiries:

Email to: recruitment-cell-2@aiimsguwahati.ac.in

By order of the Executive Director

Sd/-

**Asst. Administrative Officer (i/c)
AIIMS Guwahati**

ANNEXURE-I

**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-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

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 _____ 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 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)

**ANNEXUREVI
CHECK LIST**

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