



REGIONAL INSTITUTE OF MEDICAL SCIENCES

(An autonomous Institute under Ministry of Health & Family Welfare, Government of India)

LAMPHELPAT, IMPHAL - 795004: MANIPUR

ADVERTISEMENT

Imphal, the 22nd September, 2020

No. 3/Dy.Dir/RIMS-2019: Application are invited from the intending candidates for engagement of the following jobs on the basis of daily wages rate (skilled) as shown against the post for a period of 6 months initially: -

Sl.	Name of the Desk	No. of Post	Rate per day
1	Covid-19/Hill area Help Desk	4	Rs. 492/-
2	O.T. Technician	10 (UR-6, OBC-1 & ST-3) *	Rs. 593/-
3	Lab. Technician (Forensic) **	3 (UR-2, ST-1)	Rs. 593/-
4	Supervisor (Civil)	3 (UR-2, ST-1)	Rs. 593/-

* In case if candidates for the reserved category are not available, the post will be filled up by UR category.

** Preference will be given to male candidates for Lab. Technician (Forensic)

Qualification & Experience/Age limit: -

1	i) Graduate in any discipline and able to speak English, Manipuri and major tribe's language of the State ii) Basic knowledge of computer.	Age: Not below 18 years.
2	i) B.Sc. in OT Technology or ii) 10+2 Science with 5 years experienced in the following areas (a) Operation Theatre (b) Intensive Care Unit (c) Central Sterilization Department (d) Manifold Room	
3	i) 10+2 Science ii) Diploma in Lab. Tech. Training Course iii) Must possessed 2 years working experience in Hospital/Medical Clinic/Lab	
4	Bachelor's Degree in Civil Engineering or its equivalent qualification from a recognized University /Institute. Preferable: 2 years experience in the field.	

The Job profile of the Help Desk broadly will be as under: -

- Responding to queries in connection with COVID-19 patient/attendant.
- Book online appointments.
- Acts as first contact point, receiving and handling requests for support in the hospital.


- d. To coordinate with District Hospitals/PHC to deliver effective treatment for hill people.
- e. To coordinate with officials of Chief Minister-gi Hakshelgi Tengbang (CMHT) for registration.
- f. To guide and coordinate with Ayushman Bharat-Pradhan Mantri Jan Arogya Yojna (AB-PMJAY)/CMHT to deliver the scheme effectively.
- g. Liaise between the hospitals authority, patient and patient party and educate them about treatment process of the hospital.
- h. Working with team (Doctors, nurses and ward staffs) to extend better patient care.
- i. Maintaining details of patients for advance information in case technical staff of MRI/CT Scan, Ultrasound/Radiotherapy etc.
- j. To help in need of Emergency Medical Services.
- k. Coordinate with Nodal Officer of ST for patient grievances.

Application: Interested candidates can apply in the prescribed format and submit scan copy of the application along with attested copies of caste, experience, educational certificate etc to email Id: rimsimphal18@gmail.com by 4.00 p.m. of 26th Sept 2020. No hard copy shall be entertained.

Rejection of Application: Failure to declare willingness to work for Covid-19 ward/cell declaration in the Application format shall be out rightly rejected and no further request will be entertained.

Walk-In-Interview: - Walk-in-Interview for recruitment of the above post will be notified in the institute's website www.rims.edu.in

Terms and Conditions of Appointment: - The intending candidates should read the terms and conditions of appointment and satisfied themselves before applying the post. The terms and conditions of appointment can be downloaded from the institute website i.e. www.rims.edu.in.


(Kaikam Dounge)
Deputy Director (Admn.)
Regional Institute of Medical Sciences,
Imphal

Copy to:

1. P.S. to Director, RIMS, Imphal – for kind information of the Director
2. The Medical Superintendent, RIMS Hospital, Imphal
3. The System Administrator, RIMS, Imphal
4. Notice Boards/File concerned.

Terms and Conditions of Appointment:

- i. In case large number of applications is received, the institute shortlists the candidates on the basis of some suitable shortlisting criteria as may be fixed by the Institute. Therefore, mere submission of application form shall not guarantee the candidates to be called for the interview.
- ii. Shortlisted candidates fulfilling eligibility criteria thereof will be called to attend the **WALK-IN-INTERVIEW at Conference Hall of Jubilee, RIMS, Imphal** (to be notified in the Institute's website and no interview call letter will be issued separately).
- iii. Candidate shall attend the interview along with their original educational qualification certificates etc.
- iv. The candidate selected and appointed shall not be regarded as a member of the service to which he/she is appointed and shall not be entitled to have any preferential right for regular appointment.
- v. The Institute reserves the rights to terminate the engagement without giving any explanation or whatsoever with immediate effect without any remuneration or notice period on the ground of proven misconduct
- vi. This appointment would automatically cease to operate on Lapse unless it is extended by the institute.
- vii. Application not submitted in the prescribed format shall be rejected out rightly.

Other service conditions:

- i. Institute reserves the right to transfer the engaged employees to any other departments due to exigencies of work or administrative reasons.
- ii. Disciplinary control in accordance with provisions of CCS (CCA) Rules, 1991.
- iii. All persons appointed shall execute an agreement with two witnesses, and submit the same to the appointing authority concerned at the time of reporting for duty, agreeing to the terms and conditions of the engagement.
- iv. Candidates should make sure of their eligibility to the post applied for and that the declaration made by them in the format of application regarding their eligibility in all respects.
- v. Any candidate furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable to be debarred from this recruitment and in all future recruitments conducted by the institute.

- vi. The Institute is vested with conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentiality and any attempt by any one causing or likely to cause breach of this duty in such manner or by such action to violate the fair practices will be construed as sufficient ground for debarment.
- vii. The decision of the Institute/Selection Committee pertaining to the application and its acceptance or rejection, as the case may be, and conduct of counseling and at all consequent stages culminating in the selection or otherwise of any candidate shall be final in all respects and binding on all concerned under the powers vested with it.
- viii. The institute/ Selection Committee also reserves its right to modify regarding terms and conditions laid down in the advertisement for conducting various stages of selection duly intimating details thereof to all concerned as warranted by any unforeseen circumstances arising during the course of this process.
- ix. Any other terms and conditions not specified in the present notice shall be decided by the Authority of RIMS, Imphal from time to time and their decision shall be final and binding.

Sd/
(Kaikam Dounjel)
Deputy Director (Admn.),
Regional Institute of Medical Sciences,
Imphal

REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL

(Notification No.....)

Affix Latest
passport size
photo with self
attestation

1. APPLICATION FOR THE POST OF _____

2. NAME OF THE APPLICANT :
(as per SSC Marks List)

3. FATHER NAME :

4. DATE OF BIRTH :
(As per SSC Marks List)

Date	Month	Year

5. Residential Address :

Mobile No:

E-mail ID :

6. Category: SC/ST/OBC/others (Tick and enclosed caste certificate)

7. EDUCATIONAL QUALIFICATION: -

(Attested copies of relevant certificates of qualifying examination, along with Marks Lists to be enclosed)

Name of the Course	Date of passing of the Course	Maximum Marks in the Course	Marks obtained in the Course

Registration Number of relevant Council/Board/University	
--	--

DECLARATION

I, _____ S/o / D/o _____
solemnly declare that the particulars given above are correct to the best of my knowledge and belief and willing to be posted in COVID-19 ward as detailed by the Hospital. I also agree that in the event of any of the particulars furnished in my application being found to be incorrect or false at a later date, my candidature/ appointment may be cancelled summarily.

Signature of the candidate