

**North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences,
Mawdiangdiang, Shillong
Advertisement No.NEIGR-E.II/4/2012/Pt.I**

VACANCY CIRCULAR

Subject: Recruitment to the post of **Deputy Financial Advisor on deputation basis** in North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences (NEIGRIHMS), Shillong.

Applications are invited for **one post of Deputy Financial Advisor in the Pay Band - 3, Rs.15600-39100/- with Grade Pay of Rs. 7600/- (Pre-revised) corresponding to Revised Pay Matrix Level-12,** in North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences (NEIGRIHMS), Shillong **on deputation basis.**

North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences (NEIGRIHMS) is a premier medical institution set up by the Government of India on lines of AIIMS, New Delhi and PGIMER, Chandigarh. It is a super-specialty teaching Institute and provides advanced and specialized health care to people of north eastern India. The Institute has under-graduate MBBS College (50 students per annum) and a Nursing College (50 students).

The following are the criteria for the post.

Deputation:- “Officers from any of the Central Government Organized Accounts Services or officers in the Finance or Accounts Departments of Central Statutory/Autonomous Bodies or Public Sector holding analogous posts or in the Pay Band-3 Rs.15600-39100 with Grade Pay of Rs.6600/- (Pre-revised) (Revised Pay Matrix Level-11) with five years regular service in the Grade or in the Pay Band-3 Rs.15600-39100 with Grade Pay of Rs.5400/- (Pre-revised) (Revised Pay Matrix Level-10) with ten years regular service in the Grade, out of which five years experience in Accounts.”

Job Description and duties: - The incumbent of this post is over-all in-charge of financial matters of the Institute. He is expected to bring the requisite financial expertise and overall perspective of over-all financial management. He would be responsible for budget formulation. He is also responsible for maintaining accounts of the Institute.

Note 1. - The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

Note 2. – The period of deputation will be initially for one year, which is extendable not exceeding five years based on the review of the performance.

Note 3. – The qualifications regarding experience are relaxable at the discretion of the Competent Authority.

The pay and other term and conditions of the official selected will be governed by the provisions laid down in the Government of India, DOPT's O.M. No.6/8/2009-Estt. (Pay.II) dated 17th June 2010 as amended from time to time.

It is also mentioned that exemption to Rule of immediate absorption has been obtained from Department of Pension & Pensioners Welfare.

The applications from eligible officers in the prescribed application proforma (in duplicate) may be forwarded through proper channel to the **Section Officer, North East Division, Room No. 425 'C', Ministry of Health & Family Welfare, Nirman Bhavan, New Delhi-110 108 within 45 days from the date of publication of this advertisement in the Employment News** alongwith upto date ACR dossiers for the last 5 years in original or photocopies duly attested by an officer of the level of Under Secretary or above, Vigilance Clearance and integrity Certificate. Cadre Controlling Authority may also kindly ensure that while forwarding the applications, they should verify and certify that the particulars furnished by the officers are correct. It may also be certified that no major or minor penalty was imposed on the officer during the last 10 years of his service.

Applications received after the due date or without CRs or otherwise found incomplete will not be considered.

Sd/-
Deputy Director (Admn)
NEIGRIHMS, Shillong.

NB: The prescribed application format can be downloaded from NEIGRIHMS website www.neigrihms.gov.in.