



No.D.12027/3/2021-Admn.II
THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE

Walk-in-Interview/Written Test & Skill Test

The National Institute of Health and Family Welfare is an Autonomous / Apex Technical Institute under the Ministry of Health and Family Welfare for promoting Health and Family Welfare Programmes in the country through Education & Training, Research & Evaluation, specialized services, consultancy and advisory service.

The Institute is conducting 1st Foundation Training Course for newly recruited Directors of new AIIMS from 19th April 2021 to 15th May 2021. The following posts for the Training unit need to be filled for a period of six months as per details given below:

Sr. No.	Name of the post	No. of post/s	Essential Qualifications	Experience required	Emoluments & Age limit	Date of Walk in Interview /Written Test & Skill Test
1	2	3	4	5	6	7
1.	Consultant	1	1.MBBS with 2.MD (CHA) or Hospital Administration or MD (Community Medicine)	At least 10 years after essential PG qualification	Rs.1,50,000/- p.m. (as per govt. norms for retired govt. employees) Age limit: upto 65 yrs.	Walk-in- Interview to be held on 15/4/2021 (Thursday) at 11.00 a.m. Registration : from 9.30 a.m. to 10.30 a.m.
2.	Office cum Project Assistant	1	Graduation (B.Com / BBA or any other) in any field	Minimum 2 years of experience in govt. Bodies/ PSU with knowledge of MS office and minimum typing speed of 35 wpm in English. Assist in office secretariat works of typing, coordination with other jobs assigned from time to time.	Rs.25,000/- p.m. Age limit: upto 35 yrs.	Walk in Written Test & Skill Test to be held on 15/4/2021 (Thursday) at 11.00 a.m. Registration : from 9.30 a.m. to 10.30 a.m.

NOTE: The need is immediate and time-bound and, therefore, only those candidates who can join at short notice of one to two day may apply.

Place of Duty: The National Institute of Health and Family Welfare (NIHFW), Munirka, New Delhi-110067.

General Instructions:

1. Age will be calculated on the date of Interview/ Written Test & Skill Test. No age relaxation is admissible on the contractual posts.
2. Registration will be done on the basis of token system for the posts where Interview/ Written Test & Skill Test have been provided. Tokens will not be served after the closing of Registration time.
3. Interested candidates may appear for **Walk-in-Interview/Written Test & Skill Test** which will be held on the above mentioned date and time in the **Computer Centre Lab. No.1, Academic Block, NIHFw**, New Delhi along with detailed CV as per Performa enclosed and self-attested copies of age proof, photo ID proof, qualifications and experience certificates .
4. Candidates will have to make their own arrangement for appearing for interview / written test and skill test and no TA / DA will be paid to them.
5. The NIHFw reserves the right to either fill up the posts, or not without assigning any reason.
6. The candidates reporting after registration time will not be entertained. The application and certificate submitted at the time of registration will not be returned back to candidates.
7. Candidates must ensure that he/she fulfil the requisite qualifications, experience and age etc. on the date of Interview/ Written Test & Skill Test.
8. Candidates are requested to download the attached format and bring with him/her duly filled in all respect alongwith Xerox copy of the Certificates / Proof of Age, Qualification, Experience and residential proof etc.
9. **Without original certificates, the candidates will not be considered for registration.**

DIRECTOR



**The National Institute of Health & Family Welfare
Baba Gang Nath Marg, Munirka, New Delhi-110067**

**Recent Pass
port size
Colour photo**

1. Name of the post applied for : _____
2. Name of the candidate in full : _____(Hindi)
: _____(English)
3. Father's Name : _____
4. (a) Address for correspondence : _____
(b) Mobile phone No. : _____
(c) Email address : _____
5. Permanent Address : _____
6. Date of birth and present age : _____
(as on date of interview)
7. Whether belongs to SC/ST/OBC : _____
/ Minority / PWD (Please specify)
8. Educational Qualifications :

Sr. No.	Qualification	Board / University	Year of passing	Max. Marks	Marks obtained	Percentage (%)

9. Details of employment:

Post held	Name of Deptt. / Organization	Salary drawing / drawn	From	To	Nature of duties performed

10. In case of Pensioner:

Name of the Organization with full address	Post held	Scale of Pay / PB with Grade Pay	Amount of Basic Pension	Remarks

11. Any other relevant information: _____

12. Please link the self-attested copies of certificates in support of your educational qualification, experience, Date of Birth, Caste etc.

13. List of enclosures

(i) _____ (ii) _____ (iii) _____

(iv) _____ (v) _____ (vi) _____

14. I undertake that the information submitted by me is correct to the best of my knowledge and in case of any suppression of information or incorrect information, my services be terminated with immediate effect.

Signature of the applicant

Date: _____

Name: _____