

FORM OF NOTIFICATION OF VACANCIES TO EMPLOYMENT EXCHANGE

- 1 Designation : **Regional Institute of Medical Sciences, Imphal**
- 2 Name & Designation of Indenting Officer : Director, Regional Institute of Medical Sciences
- 3 Name & Designation of the office to whom applicant should report : - do -
- 4 Date, Time & Place of Interview : Place – In the conference room of Jubilee Hall, RIMS, Imphal, Date & Time of Interview will be notified in due course
- 5 Designation of post : **LOWER DIVISION CLERK**
- 6 Scale of Pay : PB1, Level 2
- 7 No. of post : 9 (nine)
- The numbers of vacancies shown above are tentative and could vary depending upon the vacancies that may arise. Hence, it is proposed to create a panel to be operated for vacancies arising during the validity of panel.
- 8 Duration of vacancy : Since 2016
- 9 Reservation : UR-5, SC-2, ST-1, OBC-1
- 10 Age limit : 18-35 yrs. 18-35 yrs. (relaxation of age as per Central Govt. rules) The upper age limit of the institute's employees working on contract basis will be "45 years for Unreserved (UR), 48 years for Other Backward Classes (OBC) and 50 years for (SC/ST) Scheduled Caste/Scheduled Tribe)
- 11 Qualification & Experience : 1. Matriculate or its equivalent qualification.
2. Typing with a minimum speed of 30 words per minutes in English (relaxable upto 25 words per minutes for SC/ST candidates). Or Computer 150 KDPM in English. Relaxable in case of handicap persons.
3. Preference will be given to those who knows the use of Computer.


Certified that while placing the demand the instruction connected with the orders of communal representation in the service have been strictly followed with regard to the roster maintained accordance with these orders.

Name :- **(K. Doungel)**
Deputy Director (Admn.),
Regional Institute of Medical Sciences, Imphal
Imphal, the 01/06 2019

Memo No.: B/3222/2018-RIMS:

Copy to:

1. The P.S. to the Secretary, Ministry of Health & Family Welfare, Govt. of India.
2. The Secretary Health, Govt. of Arunachal Pradesh/ Meghalaya/ Mizoram/ Manipur/ Nagaland/ Sikkim /Tripura.
3. The Director, Central Employment Exchange, Shan Shakti Bhawan, Rafi Marg, New Delhi – 110 011.
4. The Director of Employment, Govt. of Manipur/Arunachal Pradesh/Meghalaya/Mizoram/ Nagaland/Sikkim/Tripura. He is requested kindly to collect the list of eligible candidates from all the employment exchange of the concerned state and furnish the list to this office on or before 05/07 2019. A minimum of 5 candidates for 1 (one) post may kindly be furnished.
5. The Employment Officer, Employment Exchange, Imphal East/Imphal West/Thoubal/ Bishenpur/ Chandel/C.C. pur/Tamenglong/Senapati/Ukhrul/Kangpokpi/Moreh/Tamei/Saikul/ Jiribam/Sugnu/SBB for Ph.P/Manipur University Campus for information & necessary action.
6. The Director, DDK, Imphal.
7. The System Administrator, RIMS, Imphal – To upload the advertisement in the RIMS website: www.rims.edu.in
8. Concerned File.
9. Notice Board.


(K. Doungel)
Deputy Director (Admn.),
Regional Institute of Medical Sciences,
Imphal