



REGIONAL INSTITUTE OF MEDICAL SCIENCES,
(An Autonomous Institute under the Ministry of Health & Family Welfare, Govt. of India)
IMPHAL : MANIPUR - 795004.

ADVERTISEMENT

Imphal, the 19th Oct., 2021

No.B/3574/2021 - RIMS:- ¹⁹⁷⁶⁷ Applications are invited from eligible Citizens of India for appointment to the post of Chief Accounts Officer - cum - Financial Adviser, Regional Institute of Medical Sciences, Imphal so as to reach the office of the undersigned on or before 20th Nov., 2021. Applicants willing to join the service on deputation may also apply for the post.

1. Pay Scale:- Level - 12 of 7th CPC
2. Educational Qualification and Experience
 - i) Essential
B. Com degree from any recognized University.
 - ii) Desirable
M. Com Degree holders/Chartered Accountants.
 - iii) Experience
5 (five) years experience in handling finance and accounts in Government Department or any Public Body in a Supervisory capacity.

Preference will be given to persons experienced in similar Medical Colleges/Hospital Administration and Accounts.

On Deputation

An Officer of any Central Accounts Service or Subordinate Accounts Service or any of the State Finance/Accounts Services with at least 6/7 years experience in a supervisory capacity.

3. Age limit:- Below 45 years
(Rexable 5 yrs. For Govt. servant/SC/ST and 3 years for OBC candidate)
 4. Reservation: General (unreserved)
 5. General information:-
The applications should be submitted with the following particulars. In service candidates are required to submit their applications through proper channel
- A) Biodata indicating
- i) Full name with postal address (Present and Permanent Address
(Present and permanent address)
 - ii) Date of birth.
 - iii) Academic qualification
 - iv) Experience/record of employment
 - v) Scale of pay in respect of candidates in service



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- B) The applications should be accompanied with the following testimonials/certificates etc.
- A character certificate. (To be issued by 1st Class Gazetted officer)
 - In respect of the candidate in service (i) Salary Certificate (ii) Vigilance Clearance Certificate (iii) Integrity Certificate shall be obtained from the concerned Head of Institution/Department.
 - Attested copies of testimonials, certificates etc. in support of the qualifications and experience.
 - A Demand Draft of Rs. 1000/- (Rs. 250/- in case of SC/ST candidates) drawn in favour of the Director, Regional Institute of Medical Sciences, Imphal payable to Punjab National Bank, RIMS Branch, Lamphelpat, Imphal.
 - A self Addressed envelope.

(Incomplete applications shall be summarily rejected without any intimation to the candidates.)

Date, time and place of the Interview will be intimated to the candidates in due course.

They will have to produce their original certificates, testimonials, etc. at the time of the interview

- Note: a) Applications for deputation shall be considered first for appointment failing which only applications of Direct recruitment shall be considered.
- b) Mere possession of educational qualifications does not entitle the candidates to be called for interview.
- c) In case large number of applications are received, the institute may shortlist the candidates on the basis of some suitable shortlisting criteria as may be fixed by the Institute.



(K. Doungel)

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



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Copy to:

1. The P. S. to the Secretary, Ministry of Health and Family Welfare, Govt. of India, New Delhi.
2. The Commissioner (Health), Govt. of Arunachal Pradesh/ Manipur/ Meghalaya/ Mizoram/ Nagaland/ Tripura/ Sikkim.
3. The Director, All India Radio, Imphal.
4. The Director of Information & Public Relation, Govt. of Manipur.
5. The Medical Superintendent, RIMS Hospital, Imphal.
6. The Administrative Officer, RIMS, Imphal.
- ✓ 7. The System Administrator. (for uploading on the RIMS website.)
8. The Media Adviser, RIMS, Imphal (He is requested to publish in 1 National, 1 Regional and 2 local dailies for 1 day)
9. Notice Boards.