

IMPORTANT INSTRUCTIONS TO CANDIDATES BEFORE APPLYING ONLINE

Advt. No. AIIMS/BBN/RECT/FACULTY/2024/133

1. Please go through the detailed advertisement and ensure that you meet all the eligibility requirements and other conditions specified in the detailed advertisement, before you start filling up the application online.
2. Since all the applications will be screened on the basis of data submitted by the candidate in the online application form, the candidates must satisfy themselves of the suitability for the position to which they are applying. If at any stage during the recruitment and selection process, it is found that the candidates have furnished false or wrong information, their candidature will be rejected. Canvassing in any form during any stage of recruitment process will lead to cancellation of candidature.
3. Application once submitted cannot be altered / resubmitted, under any circumstances. Further, no request with respect to making changes in any data/ particulars entered by the candidate in the Online Application form will be entertained, once the application is submitted successfully. Direct Recruitment Male Candidates from UR/OBC/EWS/Ex-Service Men Categories have to mandatorily pay the requisite Examination fees in order to consider their Candidature.
4. Category [SC/ ST/ OBC (NCL)/ EWS/ PwBD] once filled in the online application form will not be changed and no benefit of other category will be admissible later on.
5. Candidate must possess a valid e-mail ID for applying online as the same will be used for future correspondence with you. Please create a new e-mail ID, if you do not have one, prior to filling up online application.
6. Candidates belonging to SC/ ST/ OBC (NCL)/ EWS/ PwBD category, will be required to submit relevant certificate/ PwBD certificate in the prescribed format issued by the Competent Authority as prescribed by Government of India, along with the hard copy of the online application form.
7. No query asking for advice as to eligibility will be entertained.
8. Candidates who are applying on Deputation basis should go through Annexure-I and fill the online application along with application form mentioned in Annexure-II and send both applications to AIIMS Bibinagar address mentioned in the Advertisement.
9. The envelope containing the Application should be superscribed with "*Application for the post of _____ (Name of the Post) under _____ (Direct/Deputation basis) at AIIMS Bibinagar* and send through speed post or courier within 15 days from the last date of receipt of online application.
10. Candidates should mandatorily send hard copy of application along with requisite documents within 15 days from the date of closing of online application invariably, failing which application will not be considered.

11. Candidates who want to apply for different posts in Direct recruitment can do so by using same Email ID.
12. Candidates who want to apply for both Direct and Deputation basis for same post can do so by using different Email ID.
13. All the applicants are advised to keep a copy of online Application Form with them along with proof of payment (a copy of challan/online payment receipt) and speed post/ courier receipt for their record.
14. The last date for filling online application form is 19-August 2024 11:59 PM. However, it is advised to submit your application at the earliest to avoid any last-minute rush. It may be noted that the time for filling online application is 01 (one) Hour otherwise candidate has to refill the application after login.
15. Candidates have to keep following scanned documents (in PDF format Max:1 MB) ready for filling of application form. They are:
 1. Candidate Photo (Max 300 KB in JPG/JPEG format)
 2. Date of Birth Proof (High School Certificate)
 3. Disability Certificate (if applicable)
 4. All Requisite Educational & Qualification Candidates
 5. MCI/NMC Registration Certificate (if applicable)
 6. List of Publications in Vancouver style with National and International separately.
 7. All Experience Certificates (post-MD/MS) DNB and Mch candidates should enter their Experience starting from Academic Senior Resident.
 8. Candidate Signature (max 300 KB in JPG/JPEG format).
 9. NOC/ Permission from current Employer for Government Employees for applying to AIIMS Bibinagar Advertisement.
16. In case you face any difficulty while applying online, you can write to us at recruitment@aiimsbibinagar.edu.in through email using subject as "Query: AIIMS/BBN/RECT/FACULTY/2024/133" or else call on 08685-279322. Mails sent without the mentioned subject line will not be entertained.

These instructions are only meant to aid the candidates for filling up of applications. However, candidates are strictly advised to go through the advertisement for the respective posts before proceeding to fill up the application. In case of any discrepancy between these instructions and the advertisement, the candidates must follow the contents of the advertisement.

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