



जवाहरलाल स्नातकोत्तर चिकित्सा शिक्षा एवं अनुसंधान संस्थान (जिपमेर)

धनवंतरी नगर, पुदुच्चेरी 605 006, भारत

(स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के तहत राष्ट्रीय महत्व का संस्थान)

Jawaharlal Institute of Postgraduate Medical Education and Research

Dhanvantari Nagar, Puducherry 605 006, India

(An Institution of National Importance under Ministry of Health & Family Welfare, Government of India)

Phone: 0413-2296022



**APPLICATION FOR THE POST OF _____ ON
DEPUTATION BASIS, JIPMER, PUDUCHERRY/KARAIKAL**

Note:

To avoid any misrepresentation or interpretation of facts, the application must be duly typed or handwritten, supported with self-attested copies of testimonials.

If the officer is eligible for more than one post, he/she should apply separately for each post.

Paste the latest
photo here

1	Name of the applicant:	
2	Father/Spouse Name:	
3	Present Designation:	
4	Working under:	Central / State Govt. / UT Govt. / Autonomous Institutions / Govt. Universities / Govt. Research and Development Organizations / Others
5	Whether the applicant belongs to All India Services / Central Group 'A' Accounts Service	Yes / No If Yes, mention the cadre:
6	Present Basic Pay as per 7 th CPC:	
7	Present Level in Pay matrix of 7 th CPC:	
8	Date of Birth (dd/mm/yyyy):	
9	Gender:	
10	Marital Status:	
11	Nationality:	
12	Religion:	
13	Applicant belongs to:	UR / OBC / EWS / SC / ST
14	Date of retirement (under Central/State Govt. rules):	
15	Address for communication:	
16	Mobile number:	
17	Email id:	
18	Designation & Email id of the Employer/Reporting Officer:	
19	Aadhaar Number:	

20. Educational Qualifications:

Examination passed	Year of passing	Name of the Institution/University
10 th /SSLC		
12 th /HSC/PUC		
UG -		
PG -		
Others if any		

21. Details of Employment in chronological order, starting with the latest
(Enclose a separate sheet, if the space below is insufficient)

Designation	Regular/ Deputation	Institution/ Organization	Basic Pay Level/ Grade Pay*	From	To	Nature of Duties performed

** Period of service rendered in higher GP's/Pay Levels attained through MACP/ACP will not be considered as eligible years of service in the required GP/Pay level.*

22. In case the applicant belongs to an organization that is not following the Central Government. Pay Scales, the latest salary slip with the information like Basic Pay with scale of pay, DA and other allowances, total emoluments, etc., may be enclosed.

23. Any additional information or achievements (if any):
(Enclose a separate sheet if the space is insufficient)

Declaration by the candidate

I have carefully gone through the vacancy circular/advertisement, and I am well aware that the information furnished in the Curriculum Vitae, duly supported by the documents in respect of essential qualification/work experience submitted by me, will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge, and no material fact having a bearing on my selection has been suppressed/withheld. In the event of any information being found false/incorrect or ineligibility being detected before or after the interview or selection, my candidature/appointment is liable to be rejected/terminated.

Signature of the applicant

Place:

Date:

Certificate by the Employer / Cadre Controlling Authority

The information/details provided in the above application are true and correct as per the facts available on the records. This Institute/Department/Organization has No Objection to his/her application being considered for the post of _____ on deputation basis for JIPMER, Puducherry/Karaikal. He/She possesses the educational qualification and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

Also certified that:

- i. No vigilance or disciplinary case is pending/contemplated against Shri/Smt_____
- ii. His/Her integrity is beyond doubt.
- iii. His/Her ACR Dossier in the original is enclosed, along with photocopies of the ACRs for the last five years, duly attested.
- iv. Disciplinary case is neither pending nor contemplated against the officer, and no major/minor penalty was imposed on him/her during the last ten years.

Signature (with seal):

(Employer / Cadre
Controlling Authority)

Place:

Date:

List of Enclosures

Sl. No.	Particulars of enclosures	Enclosed/ not enclosed
1	Certificates of Educational Qualification (From 10 th to Degree)	
2	NOC	
3	Vigilance Clearance Certificate	
4	Integrity Certificate	
5	Last five years ACR/APARs	
6	No Major/Minor penalty Certificate	
7	Service Certificate with mention of Pay Scale	

Signature of the applicant



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Phone: 0413-2296022



No.JPADMN-1REC03(1)/1/2026

Dated: 03.08.2026

Advertisement Notice

Applications are invited by the Director, JIPMER, from eligible Officers of Central / State / U.T. Governments / Statutory / Autonomous Bodies / Government Universities / Government Research and Development Organisations, etc. to fill the below mentioned various Group A & B posts **on Deputation basis** at **JIPMER, Puducherry** and **JIPMER, Karaikal**:

JIPMER, Puducherry			
No.	Name of the Posts	Pay Matrix (as per 7 th CPC)	Vacancy
1.	Controller of Examinations	Level – 12 (₹78800-209200)	1
2.	Registrar	Level – 12 (₹78800-209200)	1
3.	System Analyst	Level – 11 (₹67700-208700)	2
4.	Computer Programmer	Level – 10 (₹56100-177500)	2
5.	Purchase Officer	Level – 10 (₹56100-177500)	1
6.	Data Processing Assistant Grade A	Level – 7 (₹44900-142400)	1
7.	Assistant Registrar	Level – 7 (₹44900-142400)	1

JIPMER, Karaikal			
No.	Name of the Posts	Pay Matrix (as per 7 th CPC)	Vacancy
8.	Registrar	Level – 12 (₹78800-209200)	1
9.	Assistant Controller of Examinations	Level – 10 (₹56100-177500)	1
10.	Computer Programmer	Level – 10 (₹56100-177500)	1
11.	Accounts Officer	Level – 9 (₹53100-167800)	1
12.	Assistant Registrar	Level – 7 (₹44900-142400)	2

Details of eligibility criteria:

JIPMER, Puducherry	
1. Controller of Examinations (1 Post): Level-12; (₹78800-209200) (Pre-revised: PB-3; Grade Pay: ₹7600)	
Essential: Officers from Central / State Govt. / Autonomous Institutions / Universities / Research Institutions etc., a) i. Holding analogous posts on regular basis OR ii. With 5 years regular service in the post in the Pay Matrix Level-11 (₹67700-208700) (pre-revised PB-3 ₹15600-39100 + Grade Pay ₹6600) and b) Possessing the Essential: i. Master's Degree from recognized University or equivalent and ii. 8 years' experience in academic/conduct of examinations in University/Institutions.	
2. Registrar (1 Post): Level-12; (₹78800-209200) (Pre-revised: PB-3; Grade Pay: ₹7600)	
Essential: Officers of the Central/State/Union Territory Governments/Universities/ Academic Institutions/Institution of National Importance having experience in Admissions and Academic matters: i. Holding analogous posts on regular basis; OR ii. With 5 years of regular service in posts in the Pay Matrix Level-11 (₹67700-208700) (pre-revised PB-3 ₹15600-39100 + Grade Pay ₹6600); OR iii. With 10 years of regular service in posts in the Pay Matrix Level-10 (₹56100-177500) (pre-revised PB-3 ₹15600-39100 + Grade Pay ₹5400)	
3. System Analyst (2 Posts): Level-11; (₹67700-208700) (Pre-revised: PB-3; Grade Pay: ₹6600)	
Essential: Officers under the Central/State Governments/Universities/Recognized Research Institutes/Public Sector Undertakings/Semi-Government Statutory or Autonomous organizations: a) i. Holding analogous posts on regular basis in the parent cadre/department recruitment OR ii. With 5 years' service in the grade rendered after appointment thereto on a regular basis in posts in Level-10 (₹56100-177500) (pre-revised PB-3 (₹15600-39100 + GP ₹5400) or equivalent in the parent cadre/department; AND b) Possessing the Essential qualification and experience: i. Master's Degree in Computer Applications or M.Sc. (Computer Science/Information Technology) from a recognized University/Institute OR B.E./B.Tech. (Computer Engineering/Computer Science/Computer Technology/ Computer Science & Engineering/Information Technology) from a recognized University/Institute. ii. Five years past qualification experience in relevant areas of Programming/ Information System in any recognized reputed institution preferable in Government Office/PSU/Autonomous Body/Statutory Body. The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.	

**4. Computer Programmer (2 Posts): Level-10; (₹56100-177500)
(Pre-revised: PB-3; Grade Pay: ₹5400)**

Essential: Officers under the Central/State Governments/Universities/Recognized Research Institutes/Public Sector Undertakings/Statutory or Autonomous organizations:

- a) i. Holding analogous posts on regular basis in the parent cadre or Department recruitment
OR
- ii. With 3 years' service in the grade rendered after appointment thereto on a regular basis in posts in the Level-7 (₹44900-142400) (pre-revised PB-2 + Grade Pay of ₹4600) or equivalent in the parent cadre / department; **AND**
- b) **Possessing the following qualifications and experience:**
- i. Master's Degree in Computer Applications/Computer Science/Information Technology or its equivalent from a recognized University / Institute;
OR
B.E. / B.Tech. (Computer Engineering / Computer Science / Computer Technology / Computer Science & Engineering / Information Technology) from a recognized University / Institute.
- ii. Three years' experience in relevant areas of Programming/Information System in a reputed Institution/Government Office/PSU/ Autonomous Body.

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

5. Purchase Officer (1 Post): Level-10; (₹56100-177500) (Pre-revised: PB-3; Grade Pay: ₹5400)

Essential: From Officers:

- a) i. Holding analogous posts on regular basis **OR**
- ii. With 2 years of regular service in the post in PB-2 Level-8 (₹47600-151100) (pre-revised PB-2 + Grade Pay of ₹4800) **OR**
- iii. With 3 years of regular service in the post in PB-2 Level-7 (₹44900-142400) (pre-revised PB-2 + Grade Pay of ₹4600); **AND**
- b) **Possessing the following qualifications and experience:**
Any Post Graduate Degree/Diploma in Materials Management from a recognised University/Institution or equivalent.
- c) **Desirable:**
Master Degree in Business Administration (M.B.A.) or Diploma in Material Management from a recognized University with experience in Procurement of Medical Equipment's/Hospital consumables/Medicines.

**6. Data Processing Assistant Grade A (1 Post): Level-7; (₹44900-142400)
(Pre-revised: PB-2; Grade Pay: ₹4600)**

Essential: Officers under the Central or State Government or Union Territories or recognized Universities or recognized Research Institutions or Public Sector Undertakings or Autonomous or Statutory organizations:

- a) i. Holding analogous posts on regular basis in the parent cadre/Department **OR**
- ii. With 5 years" service in the grade rendered after appointment thereto on a regular basis in posts in Pay Matrix Level-6 (₹35400-112400) [pre-revised PB-2 (₹9300-34800) + Grade Pay of ₹4200] or equivalent in the parent cadre/ department; **AND**
- b) **Possessing the following educational qualifications and experience:**
 - i. Master"s Degree in Computer Applications or its equivalent from a recognized University/Institute **OR**
 - ii. B.E/B.Tech (Computer Engineering/Computer Science/Computer Technology/Computer Science & Engineering/Information Technology) from a recognized University/Institute.
- c) **Desirable:**
3 years" experience in relevant areas of Programming/Information System in any reputed institution preferable in a Central/State Govt. Department/PSU/Autonomous Body.

The Departmental Officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

**7. Assistant Registrar (1 Post): Level-7; (₹44900-142400)
(Pre-revised: PB-2; Grade Pay: ₹4600)**

Essential: Officers under the Central or State Government or Union Territories or recognized Universities or recognized Research Institutions or Public Sector Undertakings or Autonomous or Statutory organizations:

- a) i. Holding analogous posts on regular basis in the parent cadre/Department **OR**
- ii. With 3 years' service in the grade rendered after appointment thereto on a regular basis in the Pay Matrix Level-6 (₹35400-112400) [pre-revised PB-2 (₹9300-34800) + Grade Pay of ₹4200] or equivalent in the parent cadre/Department; **AND**
- b) **Possessing the following educational qualifications and experience:**
 - i. Degree from a recognized University or equivalent.
 - ii. 3 years' experience in dealing with admissions and conducting examinations in a University or Educational Institution.

JIPMER, Karaikal

**8. Registrar (1 Post): Level-12; (₹78800-209200)
(Pre-revised: PB-3; Grade Pay: ₹7600)**

Essential: Officers of the Central/State/Union Territory Governments/Universities/ Academic Institutions/Institution of National Importance having experience in Admissions and Academic matters:

- i. Holding analogous posts on regular basis; **OR**
- ii. With 5 years of regular service in posts in the Pay Matrix Level-11 (₹67700-208700) (pre-revised PB-3 ₹15600-39100 + Grade Pay ₹6600); **OR**
- iii. With 10 years of regular service in posts in the Pay Matrix Level-10 (₹56100-177500) (pre-revised PB-3 ₹15600-39100 + Grade Pay ₹5400)

9. Assistant Controller of Examinations (1 Post): Level-10; (₹56100-177500) (Pre-revised: PB-3; Grade Pay: ₹5400)

Essential: Officers from Central/State Government/Autonomous Institution/Universities/Research Institution etc.:

- a) i. Holding analogous posts on regular basis **OR**
 ii. 2 years regular service in post in the Pay Matrix Level-8 (₹47600-151100) [pre-revised PB-2 (₹9300-34800) + Grade Pay of ₹4800] **OR**
 iii. 5 years regular service in post in the Pay Matrix Level-6 (₹35400-112400) [pre-revised PB-2 (₹9300-34800) + Grade Pay of ₹4200], or equivalent; **AND**
- b) **Possessing the following educational qualifications and experience:**
 i. Graduate from recognized University or equivalent.
 ii. 3 years' experience in academic/conduct of examinations in University/Institutions.

10. Computer Programmer (1 Post): Level-10; (₹56100-177500) (Pre-revised: PB-3; Grade Pay: ₹5400)

Essential: Officers under the Central/State Governments/Universities/Recognized Research Institutes/Public Sector Undertakings/Statutory or Autonomous organizations:

- a) i. Holding analogous posts on regular basis in the parent cadre or Department recruitment **OR**
 ii. With 3 years' service in the grade rendered after appointment thereto on a regular basis in posts in the Level-7 (₹44900-142400) (pre-revised PB-2 + Grade Pay of ₹4600) or equivalent in the parent cadre / department; **AND**
- b) **Possessing the following qualifications and experience:**
 i. Master's Degree in Computer Applications/Computer Science/Information Technology or its equivalent from a recognized University / Institute;
OR
 B.E. / B.Tech. (Computer Engineering / Computer Science / Computer Technology / Computer Science & Engineering / Information Technology) from a recognized University / Institute.
 ii. Three years' experience in relevant areas of Programming/Information System in a reputed Institution/Government Office/PSU/ Autonomous Body.

The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation. Similarly, the deputationists shall not be eligible for consideration for appointment by promotion.

11. Accounts Officer (1 Post): Level-9; (₹53100-167800) (Pre-revised:PB-2; GP: ₹5400)

Essential: Officers of the Central/State/Union Territory Governments/Universities/Central Statutory/Autonomous Bodies/Public Sector Undertakings/Research and Development Organizations:

- a) i. Holding analogous posts on regular basis; **OR**
 ii. With 3 years' regular service in the post of Pay Matrix Level-7 (₹44900-142400) [pre-revised PB-2 (₹9300-34800) + Grade Pay of ₹4600]; **AND**
- b) **Possessing the following qualifications and experience:**
 i. Graduate in Commerce or Graduate in Economics (with Accounts and Audit as major subjects) + should have passed the SAS exam [or]
 ii. Should be a Chartered Accountant

**12. Assistant Registrar (2 Posts): Level-7; (₹44900-142400)
(Pre-revised: PB-2; Grade Pay: ₹4600)**

Essential: Officers under the Central or State Government or Union Territories or recognized Universities or recognized Research Institutions or Public Sector Undertakings or Autonomous or Statutory organizations:

- a)** i. Holding analogous posts on regular basis in the parent cadre/Department **OR**
 ii. With 3 years' service in the grade rendered after appointment thereto on a regular basis in the Pay Matrix Level-6 (₹35400-112400) [pre-revised PB-2 (₹9300-34800) + Grade Pay of ₹4200] or equivalent in the parent cadre/Department; **AND**
- b) Possessing the following educational qualifications and experience:**
- i. Degree from a recognized University or equivalent.
 ii. 3 years' experience in dealing with admissions and conducting examinations in a University or Educational Institution.

Note:

- i. Upper Age Limit: **Not exceeding 56 years** as on closing date.
 ii. The deputation period for the posts of Computer Programmer, Purchase Officer, and Data Processing Assistant Grade A at JIPMER, Puducherry shall not exceed 1 year.
 iii. For the remaining posts, the initial period of deputation shall ordinarily be three years from the date of appointment and may be further extended as per the orders of the DoPT in force. Other terms and conditions of service shall be governed by the orders or amendment orders issued by the DoPT from time to time.

The **last date** for receipt of the filled-in application is **21.09.2026 (Monday)**, until **4:30 P.M.**

The Officers fulfilling the above qualifications/eligibility may submit their application in the attached proforma through the employer (*proper channel*) to

Shri Hawa Singh
Senior Administrative Officer
Room No. 210, II floor, Administrative Block,
JIPMER, Dhanvantari Nagar, Puducherry – 605 006

The envelope containing the application should be super-scribed as

**“APPLICATION FOR THE POST OF _____ ON DEPUTATION BASIS AT
 JIPMER, PUDUCHERRY/KARAIKAL”**

The following documents should invariably be sent along with the application:

1. A certificate to the effect that the current employer in the post has "No Objection" to the appointment of the person in the post being applied for.
2. Photocopies of APARs for the past five (5) years, duly attested on each page by an Officer not below the level of Under Secretary or equivalent.
3. A certificate of integrity of the applicant.
4. Vigilance clearance certificate in respect of the applicant, duly signed by an officer of the appropriate status.
5. Certificate indicating that no major/minor penalty has been imposed on the officer during the last 10 years/service period, whichever is less.

Note: Wherever experience is prescribed as an eligibility criterion for a post, candidates are required to submit an experience certificate issued by the Head of the Institution concerned, in support of the experience claimed. Applications not accompanied by such certificate shall be liable to be rejected.

Other conditions:

1. The terms and conditions of service of the officer recruited on deputation will be governed by the orders/amendment orders issued by the Department of Personnel & Training, as amended from time to time, and as per JIPMER rules and regulations.
2. The application form can be downloaded from the JIPMER website www.jipmer.edu.in
3. Incomplete applications, those without the required documents, and late submissions will be summarily rejected. The Institute will not be responsible for any postal delay.
4. Supporting documents related to qualification, experience, etc., have to be self-attested.
5. If the applicant feels that the application through the proper channel may get delayed, the applicants are therefore advised to send an advance copy of his/her application within the prescribed time limit. The advance copy of the application shall be considered in the processing stage.
6. The competent authority reserves the right to cancel or withdraw the vacancy without assigning any reason.
7. The applicant should not have been convicted by any court of law.
8. The posts advertised are not applicable to persons working in private organizations.

For any queries, Contact no.: (0413)2296022; Email id: jipmer.deputation@gmail.com

Digitally signed by
Hawa Singh
Date: 03-08-2026
15:19:30

(Hawa Singh)
Senior Administrative Officer