



अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स) कल्याणी
All India Institute of Medical Sciences (AIIMS) Kalyani
(स्वास्थ्य एवं पररवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक सार्वर्धकनकाय)
(A Statutory Body under the Aegis of Ministry of Health and Family Welfare, GOI)
NH-34 Connector, Basantapur, Saguna, Kalyani, District Nadia, West Bengal 741245

Ref. No:D-23011/1241/26(Psy.) Addiction Treatment Facility (ATF) Date: 15.06.2026

AIIMS Kalyani, Nadia

West Bengal

Notification for Walk-in Interview for ATF Recruitment

The following position at Addiction Treatment Facility (ATF), AIIMS Kalyani under the National Action Plan for Drug Demand Reduction (NAPDDR) with support from Ministry of Social Justice and empowerment (MoSJE), Government of India and nationally coordinated by NDDTC, AIIMS Delhi are to be filled on purely contractual basis

S. No	Name of Post	No. of Post	Qualifications	Age (as on the last date of the application)	Emoluments (in INR; approx.)*
1.	Counsellor	01	Graduate in Psychology/Social work/Sociology (preferable: Masters in above disciplines)	Minimum 21 years maximum 40 years	20,000/- per month
2.	Nurse	02	ANM (preferable: GNM / BSc Nursing)	Minimum 21 years maximum 40 years	20,000/- per month

* Selection of staff and emoluments will be as per norms and procedures under the National/State Health Mission (or other central sector schemes).

Roles and Responsibilities of staff under ATF:

A. Counsellor

- Assisting the medical officer in assessment and diagnosis of patients
- Providing initial counselling and Motivation Enhancement to the patients
- Ensuring follow-up with patients
- Ensuring regular one-to-one psychosocial sessions as well as group sessions with patients and family members
- Undertake field visits, if required providing referral services to the patients - including referral for other health conditions, other social needs, as well as referral to the higher centre for

management of complex cases of substance use disorders

- Liaise with other departments of the hospital to enhance referrals to the ATF
- Conducting awareness activities in the community (to enhance help-seeking)
- Establishing linkages with the NGOs working in the community {to enhance help-seeking}
- Any other duty assigned by the Nodal Officer

B. Nurse:

- Dispensing medications as prescribed by the doctor
- Maintain records related to dispensing as applicable
- Provide first-aid in case of absence of the medical doctor
- Maintain records related to stock management
- Any other duty assigned by the Nodal Officer

Note:

1. Interested candidates are requested to submit their application in duly prescribed format (Annexure I) through **both the Google Form and email**. The duly filled application form along with all relevant documents should be emailed to atfaiimskalyani123@gmail.com with the subject line clearly mentioning the post applied for (e.g., “Application for the Post of ___: ATF AIIMS Kalyani”). Applications with improper subject lines may be rejected.
2. Apart from the email application all applicants should fill up the Google link: <https://forms.gle/FG88HtGxM1ArRHfw5>. Both the email application and Google Form submission should be completed on or before **18.06.2026 up to 5:00 PM**.
3. All candidates are requested to appear for Walk-in interview along with all the documents on **19th June 2026 (19.06.2026) at sharp 8 AM at Dhanwantary building, Psychiatry IPD**. No candidate will be allowed after 8:30 AM on the date of interview. If needed a skill test could be conducted upon the decision of competent authority.
4. **The eligibility of candidates will be determined by the competent authority based on verification of original documents on the day of the interview**. Candidates must bring all original documents along with one set of self-attested photocopies for verification.
5. No individual intimation will be sent. Hence the candidates are requested to check the official website of AIIMS Kalyani <https://aiimskalyani.edu.in/> regularly.
6. Applications incomplete in any aspect will be summarily rejected and no intimations/ requests will be made to the candidate in this regard.
7. Prescribed qualification is minimum and mere possessing same does not entitle any candidate for selection. It is the responsibility of the applicants to provide the necessary documents to support their essential qualifications and other requisite details.
8. Decision of Selection Committee at AIIMS Kalyani regarding selection of candidates will be final and no representation in any manner will be entertained in this regard.
9. No travelling or other allowances will be paid to candidate for interview/joining for the post.
10. Appointment is purely temporary OR CONTRACT BASIS and can be terminated by

giving one month's notice from either side.

11. Work and conduct will be reviewed from time to time and if not found at is factory/suitable, shall be terminated immediately without any notice.
12. This appointment will not vest any right to claim by the candidate for regular appointment or permanent absorption in institute OR for continued contractual appointment which may be renewed or terminated as per policy/rule/needs of institute.
13. The selected candidates shall be employed under ATF Project in Department of Psychiatry, AIIMS Kalyani.
14. Experience should have been gained after acquiring minimum essential qualification.
15. Qualification, experience, other terms and conditions may be relaxed/ altered at the discretion of the selection committee.
16. Candidate is expected to conform to rules of conduct and discipline as applicable to institute employees.
17. Candidate should not have been convicted by any Court of Law.
18. No other allowance/facilities other than consolidated emoluments/salary shall be admissible.
19. Applicants already working elsewhere shall have to produce Relieving Certificate from their present employer before joining Institute.
20. The administrative part shall be looked after by the Nodal officer for ATF at AIIMS Kalyani, and these posts are funded by Ministry of Social Justice and Empowerment (MoSJE), Government of India.
21. Selection of staff and emoluments will be as per norms and procedures under the National/State Health Mission (or other central sector schemes) and Institute norms.
22. In case any information given or declaration by candidate is found to be false or if candidate has willfully suppressed any material information relevant to this appointment, he/she will be liable to be removed from service immediately at any stage and an action taken as deemed fit by appointing authority.
23. The appointee may be relieved from the current job position, with one-month prior notice from either party, failing to do so may be held responsible for pay in gone month salary.
24. Appointment is full time and will be as per norms and procedures under the National/State Health Mission (or other central sector schemes).

Addiction Treatment Facility (ATF)
Department of Psychiatry
AIIMS Kalyani

APPLICATION FORMAT(Annexure I)

Addiction Treatment Facility (ATF) AIIMS Kalyani supported by Ministry of Social Justice and Empowerment, Govt. of India

A. Name of the Applicant: _____

B. Post applied for: Counsellor /Nurse

C. Age (as on date of application): _____ D. Gender: _____

D. Marital Status: _____

E. Date of Birth: _____

F. Father's / Husband's Name: _____

G. Present Address: _____

H. Mobile No. _____ I. Telephone: _____

J. E-mail address: _____

K. Permanent Address: _____

L. Preferred Communication Address: Present / Permanent _____

M. Educational Qualification: (Self-attested photocopies to be attached)

Qualification	Year	Board/ University	% of Marks Obtained	Attempts / Remarks
Secondary School				
High School				
Graduation				

Paste latest
(self-attested)
passport size
photograph

Post-Graduation (if any)				
Essential qualification (as per advt.)				
Other (if any)				

N. Experience: (Self-attested photocopies to be attached)

Post	Organization	From / To	Period	Salary

O. Any other:

Signature of Candidate:

Name of Candidate:

Date:

Place: