



**अखिल भारतीय आयुर्विज्ञान संस्थान (एम्स), कल्याणी**  
**All India Institute of Medical Sciences (AIIMS), Kalyani**  
**(स्वास्थ्य एवं परिवार कल्याण मंत्रालय, भारत सरकार के तत्वावधान में एक संबिधिकनिकाय)**  
**(A Statutory Body under the Aegis of Ministry of Health and Family Welfare, GOI)**  
**राष्ट्रीय राजमार्ग-34, बसंतपुर, सगुना, कल्याणी, नदीया, पश्चिम बंगाल-741245**  
**NH-34 connector, Basantapur, Saguna, Kalyani, Nadia, West Bengal -741245**

### **Department of Gastroenterology, AIIMS Kalyani**

**Advertisement No. GASTRO/3/2024-GASTRO E 1086**

**Date: 13/07/2026**

Applications are invited from eligible candidates for appointment purely on a temporary and contractual basis under the ICMR-funded Extramural Project titled: ***"Gut-Brain-Microbiome Interaction: Modulation of the Gut Microbiome by Faecal Microbiota Transplantation (FMT) in Patients with Functional Bowel Disorder and Psychiatric Comorbidity"***

#### **Post Details:**

##### **A. Office Helper: 1 (One)**

*Maximum Age of eligibility: 45 years Salary*

*₹ 26,800/months (Consolidated)*

#### **ESSENTIAL QUALIFICATION:**

Higher Secondary pass (10+2) or equivalent from a recognized board **PLUS** 3 years' Experience working in NABL accredited laboratories or recognized hospitals or Diagnose Centre.

#### **DESIRABLE QUALIFICATIONS:**

Bachelor or Diploma in Computer Applications from a recognised institute or university, knowledge of Hospital and Laboratory Management Software and Information System, suitable working Computer knowledge in Computer Applications, confidentiality management and Office management

#### **Apply through following link:**

<https://forms.gle/DKdckWoVCcdi1u9T9> . within **22/07/2026 up to 11:59 PM**

#### **Terms & Conditions:**

- Candidates must ensure their eligibility as per prescribed qualifications and experience. False declaration will lead to disqualification and removal from service.
- Tenure:** Purely contractual for **6 months** (extendable based on performance and project requirement up to termination of the project).
- Contract will automatically expire upon completion of tenure or withdrawal of funding.
- Appointment can be terminated by either side with 30 days' notice or salary in lieu thereof.
- Leave entitlement will be governed by DHR MRU Scheme leave policy.
- No hostel/accommodation will be provided.
- Canvassing in any form will lead to disqualification.
- Mere possession of minimum qualification does not guarantee selection.

9. Selection Committee's decision will be final.
10. Appointment is full-time.
11. Selected candidate must follow institute rules and discipline.
12. No TA/DA will be paid for attending interview.
13. All disputes are subject to Kolkata jurisdiction.
14. No other allowances except consolidated salary will be admissible.

### ***Selection Process:***

1. Eligible candidates must fill in Google Form.
2. Documents related to age proof, qualifications, and experience certificates (merged into a single PDF in the same order) must be submitted in the Google Form Link.  
Last date of application submission: **22/07/2026 up to 11:59 PM**
3. Applications received after the deadline will not be considered.
4. Shortlisted candidates list, interview date, and venue will be published on the AIIMS Kalyani website: <https://aiimskalyani.edu.in>
5. No individual communication will be sent.
6. Written test and/or Interview will be conducted **offline only**.
7. Candidates must bring:
  - Supporting documents along with updated CV
  - Original certificates for verification
8. Result will be published on the website, and selected candidates will be informed via email.



**Dr. Jayeeta Bhowmick**  
(Principal Investigator)