



NIZAM'S INSTITUTE OF MEDICAL SCIENCE
HYDERABAD, TELANGANA INDIA

Phone No. +91-40-23489353

1. Use Mozilla Firefox browser for submitting your application
2. 'Go to weblink:
<https://www.nimsts.edu.in/Recruitment/hr/pisrecruitment/RecruitmentApplicantDeskAction.cnt>
3. Click on Register yourself link for new registrations
4. Select **Advertisement number, select post name**, fill your details as per SSC and enter valid email and phone number for your future reference.
5. After filling the details click on **register** button
6. Save the Registration number (Note down the registration number for future reference)
7. Click on **login link**
8. Enter registration number and password (password is your date of birth (DDMMYYYY)), enter captcha code and click on **login** button
9. **Submit Application: Applicant Details:** Enter all the mandatory details and click on **Save & Update button**
10. **Submit Application: Academic Details:** Enter all the mandatory details and click on **save & update button**
11. **Submit Application: Address Details:** Enter all the mandatory details, check accept, click on **save & update button** and click on **Preview & Final Save button**, Again click on **final save button**, click on **ok** on alert
12. **Update Payment Details:** Enter the Demand Draft (Demand draft can be taken in favour of the Director, Nizam's Institute of Medical Sciences) / NIMS Cash counter receipt details and click on **save** button.
13. **Upload Documents:**
 - 1. Photograph : (Format:GIF/JPG/JPEG/PNG) (Max Size:20 KB)
 - 2. Signature : (Format:GIF/JPG/JPEG/PNG) (Max Size:10 KB)
 - 3. Upload Documents mandatory documents : (Format:PDF/DOC/DOCX) (Max Size:200 KB)
14. Click on view Filled application and keep the application with you for future reference
15. Take a printout of the online generated application and send the same along with DD/Cash receipt to Executive Registrar's Office, Nizam's Institute of Medical Sciences, Punjagutta, Hyderabad, 500082 on or before 24-07-2018.