

From

Civil Surgeon
Jind

To

Mission Director, NHM
Partytan Bhawan, Bays No. 55-58,
Sector-2, Panchkula, Haryana


Letter No. NHM/Advvt/2019-20/02

Dated 10.07.2019


Subject: Regarding Upload of Information/Instruction, application format and vacancy positions under NHM is District Jind on the National Health Mission website.

On the subject cited above.

It is requested to get uploaded the information/ instructions, application format and vacancy positions under NHM in District Jind on the NHM Haryana website. Advertisement has been sent for publication to leading newspapers on dated 09.07.2019.


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Dy. Civil Surgeon NHM,
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DISTRICT HEALTH & FAMILY WELFARE SOCIETY, JIND


Advertisement

Applications are invited from the desirous and eligible candidates to be engaged on purely contract basis for the following posts in various NHM Programmes under District Health & Family Welfare Society, Jind for the FY 2019-20, initially up to 31st March 2020 or till the completion of the project whichever is earlier. The application form complete in all respects along with requisite signed documents should reach or be submitted in the office of Civil Surgeon Jind on or before 19.07.2019 positively.

Cat. No	Name of vacant post	Programme	No. of vacant post
1	Accounts Assistant/Accountant	DPMU	04
2	Accounts Assistant cum Data Entry Operator	SIHPW	1
3	Finance cum logistics consultant	NCD	1
4	Accountant	RNTCP	1
5	Block ASHA Coordinator	ASHA	1
6	Counsellor	Child Health NRC	1
7	Staff Nurse	Maternal Health	12
8	Staff Nurse	Child Health SMCU	2
9	Staff Nurse	Child Health NRC	1
10	Staff nurse	Child Health NBSU	28
11	STS	RNTCP	1
12	TBHV	RNTCP	1
13	District level PPM Coordinator	RNTCP	1
14	District Program Coordinator	RNTCP	1

For Application form & detailed information like essential qualification, remuneration, other criteria and instructions etc. visit website—www.nrhmharyana.gov.in


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DISTRICT HEALTH & FAMILY WELFARE SOCIETY, JIND

Advertisement

Advt. No. NHM-01/2019

Dated 10.07.2019

Applications are invited from the desirous and eligible candidates to be engaged on purely contract basis for the following posts in various NHM Programmes under District Health & Family Welfare Society, Jind for the FY 2019-20, initially up to 31st March 2020 or till the completion of the project whichever is earlier. The application form complete in all respects along with requisite signed documents should reach or be submitted in the office of Civil Surgeon Jind on or before 19.07.2019 positively.

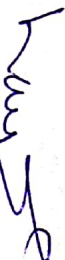
Cat. No.	Name of post & Program	No. of post and place of posting	Service Bye laws Sr. No.	Age limit	Honorarium (Per month) consolidated	Essential Qualifications	Date of Proficiency test and Interview	Office where Applications should be submitted
1	Accounts Assistant /Accountant (DPMU)	Total= 04 Category- SC ESM-1, GEN ESM-1, BCB-1, BCA PHC-1 and (PHCs)	196	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 12500-PM	(i) B.Com with at least 55% marks. Knowledge of Tally ERP 9 Software (Certificate for the same is required) (ii) Hindi/Sanskrit up to Matric. (iii) One year post qualification experience related to accounts	24.07.2019	O/o Civil Surgeon Jind
2	Accounts Assistant cum Data Entry Operator (SIHFW)	Total= 01 Category- UR and (DTO Jind)	190	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 12500-PM	(i) B. Com with at least 55% marks. Knowledge of Tally ERP 9 Software (Certificate for the same is required) (ii) One year post qualification experience related to Account works. (iii) Hindi/Sanskrit up to Matric.	24.07.2019	O/o Civil Surgeon Jind
3	Finance cum logistics consultant (NCD)	Total= 01 Category- UR and (GH Jind)	354	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 16090-PM	Essential- (i) Inter CA/Inter ICW/AM.Com or MBA (Finance/ Material Management) with knowledge of computer. (ii) Hindi/ Sanskrit upto Matric. Desirable: (i) At least 3 years experience in accounting including analysis, financial reporting, budgeting, financial software and reporting system. (ii) Experience of working in Health Care Financing/ National Health Accounts	24.07.2019	O/o Civil Surgeon Jind

[Signature]
Civil Surgeon
JIND

[Signature]
Dr. Civil Surgeon
JIND


4	Accountant (RNTCP)	Total= 01 Category- UR and DTC Jind	198	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 12500- PM	<p>Essential.</p> <p>(i) Graduate in commerce. (ii) Two years of experience in Maintenance of accounts with Accounting software on double entry system in a recognized Society or Institution. (iii) Experience in working with Accounting software for at least 2 years. (iv) Hindi /Sanskrit upto matric</p> <p>Desirable</p> <p>(i) Familiarity with audit in a recognized society or institution. (ii) MBAP/GD in Financial management.</p>	24.07.2019	O/o Civil Surgeon Jind
5	Block ASHA Coordinator (ASHA)	Total= 01 Category- SC and (CHC)	82	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 7580- PM	<p>Essential Qualification/Requirements -</p> <p>(i) Bachelor degree in arts having optional subject of Sociology/Psychology/Rural Development (ii) At least 1 year post-qualification experience in community mobilization or related field activities in health sector. (iii) Hindi/Sanskrit upto matric.</p> <p>Desirable Qualification -</p> <p>(i) Work experience in empowerment of health volunteers or in NGO health projects or in involvement of PRLs in developmental programmes (ii) Sensitivity and experience of working on issues related to community mobilization and coordination in health programmes at the grassroots set-up (iii) Working knowledge of Computer programme and commonly used packages like MS Word, Excel.</p>	26.07.2019	O/o Civil Surgeon Jind
6	Counsellor (Child Health -NRC)	Total= 01 Category- UR and (NRC GH jind)	137	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 9840- PM	<p>(i) Masters degree in Food and Nutrition/Public Health Nutrition with one year experience OR Post Graduate Diploma in Dietetics / Public Health Nutrition with two years experience. (ii) Excellent Interpersonal Communication Skills. (iii) Appreciation of, and sensitivity to local cultural issues related to IYCF activities and Nutrition. (iv) Fluency in Hindi, English & other local languages. (v) Basic knowledge of Excel, Word & PowerPoint. (vi) Hindi /Sanskrit up to Matric.</p>	26.07.2019	O/o Civil Surgeon Jind


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7	Staff Nurse (Maternal Health)	Total= 12 Category- SC-03, BCA-3, GEN ESM-2, BCB-2, BCA ESM-1, SC ESM-1 and (SDH, CHCs & PHCs)	212	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 13500-PM	(i) B. Sc. Nursing /GNM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric.	29.07.2019	O/o Civil Surgeon Jind
8	Staff Nurse (Child Health-SNCU)	Total= 02 Category- SC-01, ESM GEN- 01 and (GH Jind)	220	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 13500-PM	(i) B. Sc. Nursing /GNM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric.	29.07.2019	O/o Civil Surgeon Jind
9	Staff Nurse (Child Health -NRC)	Total= 01 Category- GEN PHC and (NRC GH jind)	219	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 13500-PM	(i) B. Sc. Nursing /GNM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric.	29.07.2019	O/o Civil Surgeon Jind
10	Staff Nurse (Child Health -NBSU)	Total= 28 Category- GEN PHC-1, GEN-10, EWS-3, SC-04, BCA-2, GEN ESM-2, BCB-2, BCA ESM-1, SC ESM-1, BCB ESM-1, BCA PHC-1 and (GH, SDH & CHCs)	223	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 13500-PM	(i) B. Sc. Nursing /GNM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric.	29.07.2019	O/o Civil Surgeon Jind



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11	STS (RNTCP)	Total-01 Category- SC	105	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 7580-PM	Essential (i) Bachelor's Degree OR Recognized sanitary inspector's course. (ii) Certificate course in computer operation (minimum 2 months). (iii) Permanent two wheeler driving license & should be able to drive two wheeler (iv) Hindi /Sanskrit upto matric. Desirable (i) Tuberculosis health visitor's recognized course. (ii) Govt. recognized degree/ diploma in Social work or Medical Social work. (iii) Successful completion of basic training course (Govt. recognized) for Multipurpose health workers	30.07.2019	O/o Civil Surgeon Jind
12	TBHV	Total= 01 Category- SC	66	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 9840-PM	(i) Graduate OR Intermediate (10 + 2) and experience of working as MFW/LHV/ ANM/ Health worker/ Certificate or higher course in Health Education/ Counselling OR Tuberculosis health visitor's recognized course, (ii) Certificate course in computer operations (minimum two months) (iii) Hindi/Sanskrit up to Matric. Essential (i) Post Graduate. (ii) One year Experience of working in field of Communication /ACSM / Public-Private Partnership /Health projects / programs (iii) Permanent two wheeler driving license & should be able to drive two wheeler (iv) Hindi/ Sanskrit upto Matric Desirable (i) Preference to those who have worked in RNTCP. (ii) Certificate /Diploma /Degree/Masters holders in Social Sciences/ Mass Media /Communication /Rural Development Advocacy /Partnerships /related field. (iii) Basic knowledge of computers	30.07.2019	O/o Civil Surgeon Jind
13	District level PPM Coordinator	Total= 01 Category- UR	249	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 12500-PM	Essential (i) MBA/PG Diploma in management/ health administration from a recognized institute / university. (ii) At least 1 year of work experience Desirable (i) Preference will be given to those who have worked in the field of Development/ Health at District / State level. (ii) Basic knowledge of computers	31.07.2019	O/o Civil Surgeon Jind
14	District Program Coordinator	Total= 01 Category- UR	254	18-42 years	Entry level salary as per Service Bye Laws of NHM, Haryana. i.e @ Rs 12500-PM			



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Important Instructions:

1. The desirous candidates who meet the requisite qualification, experience and age criteria may apply on the Application form available on the website- www.nrhmharyana.gov.in
2. Application form duly completed in all respects (including full particulars, complete postal address with pin code, contact number & e-mail address clearly mentioned) along with two recent coloured passport size photographs, self-attested copies of Educational Qualifications, Relevant Experience Certificate/Documents (Govt./Semi Govt.) and Residence Proof (Only Ration Card/Voter Card/Passport/Residence Certificate issued by Tehsildar) should reach/be submitted in the respective office of Civil Surgeon, Jind, Haryana by 19.07.2019 up to 3:00 PM positively. The applications will be accepted only in working hours of office i.e between 9:00 AM to 3:00 PM (Saturday/Sunday & on holiday office will be closed).
3. Applications received by any means after 3:00 PM on 19.07.2019 will be rejected.
4. Selection Committee/Appointing Authority will not be responsible for any postal delays in delivery of applications.
5. The candidate must encircle the name of the post and category applied for on the top of the application form & on the envelope in bold letters.
6. Number of posts can be increased/ decreased or can be completely withdrawn without prior information or corrigendum as per the decision of chairman District Health & Family Welfare Society, Jind.
7. Haryana Govt. Reservation policy will be followed.
8. Original Documents in support of academic qualification and work experience etc. shall be required to be produced at the time of the interview.
9. District weightage will be given.
10. One candidate can apply for more than one post.
11. The recruitment will be strictly area specific for district Jind only. All the posts are non-transferable and selected candidate will remain posted at the place of appointment.
12. Interview Committee has right to reject any application if found improper, ineligible or having misleading/false information.
13. The candidature of the candidate will be purely provisional and will be subject to screening test/computer skill test/interview /joining duty. If it is found that the candidate does not fulfill any of the eligibility criteria or information furnished by the candidate is incorrect or false, his/her appointment on contract will be terminated immediately.
14. Screening test/Proficiency test will be conducted at the office of Civil Surgeon Jind for screening of the candidates and only shortlisted candidates will be eligible for computer skill test and for interview. Those candidates who are unable to get atleast 40% marks in screening test/ proficiency test shall not be shortlisted for computer skill test and interview.
15. No separate letter will be sent for tests (screening test, computer skill test) and interview.
16. No. TA/DA will be paid for appearing in tests (screening test, computer skill test) and interview etc.
17. In case of unsatisfactory performance and conduct the services shall be terminated immediately.
18. Any additional work under District Health & Family Welfare Society, Jind can be assigned by the appointing authority.
19. No court case/Police inquiry/FIR should be pending.
20. He/She should not be convicted by court.
21. All disputes are subject to Jind Jurisdiction only.
22. Dispute if any, Shall be decided by the sole arbitrator of the District Health & Family Welfare Society, Jind and Jind Courts and their decision shall be final.
23. For any query and clarification, candidates may visit NHM office in the premises of Civil Hospital, Jind on any working day from 09:00 AM to 05:00 PM
24. District authorities has right to reject any application if found incomplete or having cuttings or misleading information.
25. Any information provided by the applicants if found false or misleading at any stage of recruitment as well as after recruitment, the contract of such candidates will be terminated without giving any notice further notice and appropriate action including FIR, court case etc. will be initiated against them
26. In case of unsatisfactory performance and conduct the services shall be terminated.
27. Selected candidate shall not have any claim for regularization of his/her services based on the duties performed under this contract, as he/she has been engaged for project financed by Government of India having specific tenure.
28. Vide letter no 1/752/NHM/AA/2014/97391-429 dated 11.03.2019 O/o MD NHM Haryana, "There is no provision to allow private practice after duty times or on holiday to staff recruited under NHM"


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11. Educational / Professional Qualifications :

Examination Passed	Board/ University	Year of Passing	Maximum Marks	Marks Obtained	%age of marks	Division	Subject
10th							
10+2 / Vocational / Intermediate							
Graduation							
Post Graduation							
Any other Course / Diploma etc							

12. Internship / Training (if any): Year(s) _____ Month(s) _____ Day(s) _____ (write NA if not applicable)

Name of Institution / Organization	Designation	From	To	Total period

13. Total Experience: Year(s) _____ Month(s) _____ Day(s) _____

Name of Institution / Organization	Designation	From	To	Pay/Salary / Honorarium p.m.	Total period

14. Detail of document attached:-

- 1.----- 2.----- 3.----- 4.-----
- 5.----- 6.----- 7.----- 8.-----
- 9.----- 10.-----

15. Declaration : I hereby declare that

1. All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or ineligibility being detected before or after the interview/selection/appointment, my candidature may be cancelled and any action can be taken against me by the department.
2. I have read the provisions in advertisement of the department carefully and I hereby undertake to abide by them. I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.
3. I have never been convicted by any court.
4. There is no court case pending against me.

Date : _____

Place : _____

Signatures of the Candidate