



STATE HEALTH SOCIETY
REGIONAL INSTITUTE OF HEALTH & FAMILY WELFARE
(NEAR SAINIK SCHOOL) NAGROTA, JAMMU-181221
Telefax-0191-2674114, 2674244

ADVERTISEMENT NOTICE FOR CONTRACTUAL APPOINTMENTS

Application in the prescribed format are invited for the following posts lying vacant under National Rural Health Mission to be filled on contractual basis by the State Health Society, J&K as per the following guidelines/terms and conditions.

S.No	Position and Remuneration	No. of Post	Remuneration per month	Requisite Qualification	Requisite Experience	Brief nature of Job
1	State Finance Manager	1	Rs. 25000.00 per month	The candidate should be a CA/MBA (Finance)/ICWA/MFC/CFA	Minimum of 5-7 years of post qualification work experience	To assist in all aspects of finance matters including budgeting, accounts & audit disbursements and developing internal control systems and to ensure maintenance of accounts as per GoI requirements.
2	State Accounts Manager	1	Rs.20000.00 per month	The candidate should have an Inter CA/Inter ICWA/ M. Com with knowledge of Tally software.	Minimum 5-7 years of post qualification work experience.	To maintain accounts of the society as per the GOI guidelines, and to facilitate the disbursement of funds, prepare Statement of Expenditure (SOE) including Financial Management Report (FMR) and arrange audits of the accounts of the Society.
3	Divisional Data Officer, For Divisional Office, Jammu	1	Rs. 12,000.00 per month	The candidate should have MCA/ /PG Diploma in Computer Application/ M.Sc. Statistics with Certificate course in computer Application	Minimum 3-8 years experience in designing and Maintenance of project MIS Working knowledge of GIS database management software. Appreciation of health indicators/public health MIS	To assist the Divisional Nodal Officer, Jammu and report to State (M&E) Officer of SHS in strengthening HMIS under NRHM with special focus in Jammu Division.

Other Requirements:

The candidate should be /possess;

1. Permanent resident of J&K State
2. Computer proficiency with high level of familiarity with commonly used MS Data base packages
3. Excellent oral & written communication & presentation skills in English, Hindi and local language.
4. High initiative taking capacity and familiarity with socio-cultural and socio-economic conditions of the state.
5. Some experience in working with Government systems will be an added advantage.

TERMS AND CONDITIONS

1. Contracts will be offered by State Health Society and not by the J&K Govt.
2. Contractual appointee shall not be entitled to any preferential claim for regular appointment under normal process of selection.
3. Remuneration as mentioned is inclusive of all allowance perks etc.
4. Initial contract will be for a **period of one year**, renewable for a period of another one year at a time, based on performance and continuation of the Scheme.
5. Applications not falling in the prescribed criteria shall be rejected.
6. If a contractual appointee at any time willfully neglects or refuses to perform his/her duties, his/her services shall immediately be terminated without serving any notice and he/she shall not be entitled to any salary for such period.
7. The finally selected candidate shall have to sign contract with State Rural Health Society as per the guidelines of NRHM.
8. Age limit for all position is upto 45 years only
9. Applications duly filled in alongwith attested photocopies of qualification/experiences should reach the office of State Health Society on or before **5th September 2009** (C/o Regional Institute of Health and Family Welfare, near Sainik School, Nagrota, Jammu -181221) for the above mentioned posts on the prescribed format given as **Annexure A**. The interview shall be conducted on **11th September 2009 at 9.00 A.M.** in the Regional Institute of Health & Family Welfare Complex, near Sainik School, Nagrota, Jammu

Form can be downloaded from website: www.jknrh.com

Sd/-

Chairperson,
Executive Committee, SHS,
(Commissioner/Secretary, H&ME Deptt.)
Civil Secretariat, Jammu/Srinagar.