

**MISSION DIRECTOR NATIONAL HEALTH MISSION, J&K****Jammu Office:** Regional Institute of Health & Family Welfare, Nagrota, Jammu.

Fax: 0191-2674114; Telephone: 2674244. Pin: 181221

Kashmir Office: J&K Housing Board Complex, Chanapora, Srinagar. Pin: 190015

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NHM Help Line for Jammu Division 18001800104; Kashmir Division 18001800102**ADVERTISEMENT NOTICE**

As per approval conveyed by Chairman Executive Committee State Health Society / Commissioner / Secretary H&ME, the applications are invited from eligible candidates for contractual hiring of services under National Health Mission, J&K for following vacant posts as per details given in Annexure 'A':-

Annexure 'A'

S.No	Post	No. of posts	Essential Qualification	Selection Criteria	Location
Kashmir Division:-					
1	Divisional Accounts Manager Remuneration Rs.22000.00 per month	01	M.Com/B.Com form recognised University having Computer proficiency in MS Office package & experience in working software Tally Experience: Minimum of 3 Years of post qualification work experience in relevant field Age: upto 45 Years	(i)B.Com=70 Points (ii)M.Com=10 Points (iii)Viva Voce=20 Points Note:-Item (i) & (ii) on prorata basis	Division office Kashmir
2	DEIC Manager (RBSK) Remuneration Rs. 25,000.00 per month	03	MBA or Postgraduate Degree /Diploma in Hospital & Health Management or Masters in Disability Rehabilitation Administration (MDRA) approved by RCI or BPT/ BOT/ Bachelor in Prosthetic & Orthotics (BPO) or B.Sc. Nursing from recognized institution. Experience: 2 Years experience in Hospital/ Health Programme Age: upto 45 Years	(i)MBA/ PGDHM/ MDRA=70 Points (across the board) (ii) BPT/BOT/BPO/B.Sc. Nursing=60 Points (across the board) (iii) 2 Years Experience=10 Points (iv) Viva voce=20 Points Note:- Item (i) to (iii) on pro-rata basis.	District HQ Shopian Kargil Leh
3	District Account Manager Remuneration Rs. 20,000.00 per month	02	M.Com / B.Com from recognised University having computer proficiency in MS Office package , and experienced in working software Tally. Experience: Minimum of 2 Years of post Qualification work experience in relevant field. Age : upto 45 years	(i) B.Com - 70 Points (ii). M.com - 10 points (iii) Viva- voce - 20 points Note – item (i) & (ii) on prorata basis	District HQ Ganderbal and Kargil

S.No	Post	No. of posts	Essential Qualification	Selection Criteria	Location
4	Accounts Manager at District Hospitals Remuneration Rs. 16,000.00 per month	01	B.com from recognised University having computer proficiency in MS Office package and experienced in working software Tally. Experience: Minimum of 2 Years of post Qualification work experience in relevant field. Age: upto 45 years	(i)B.com - 80 Points (ii) Viva- voce - 20 points Note -item (i) on prorata basis	District Hospital Leh
5	Block Account Manager Remuneration Rs. 16,000.00 per month	02	B.com from recognised University having computer proficiency in Ms Office package and experienced in working software Tally. Experience: Minimum of 2 Years of post Qualification work experience in relevant field. Age : upto 45 years	(i) B.com - 80 Points (ii) Viva- voce - 20 points Note -item (i) on prorata basis	Block HQ Handwara (Kupwara) & Pampore (Pulwama)
6	Block Monitoring and Evaluation Officer Remuneration Rs. 16,000.00 per month	02	BCA/BSC IT / BSC Computer / PGDCA from recognised University. Experience: Minimum of 2 years post Qualification Experience in relevant field. Age: upto 45 years	(i) BCA / BSC IT / BSC - 80 Points (ii) Viva- voce - 20 points Note : item (i) on prorata basis	Block HQ Magam (Budgam), Qazigund (Kulgam)
7	Adolescent Health Counselors (Female Candidates) Remuneration Rs. 14,500.00 per month	01	PG in Sociology/Social Work/Psychology from recognized university. Age: upto 45 years	i)PG in Sociology/Social Work/Psychology=80 Pts; ii)Viva Voce=20 Pts Note:Item (i) on pro rata basis	Helpline Srinagar
8	City Programme Manager Remuneration Rs. 21,000.00 per month	01	MBA from recognized university with knowledge of computer proficiency. Experience: Minimum of 3 years of post qualification experience in relevant field. Age: upto 45 Years	i) MBA = 80 Pts; ii) Viva Voce = 20 Pts Note: Item (i) on pro rata basis	One for Srinagar Distt. Headquarter

S.No	Post	No. of posts	Essential Qualification	Selection Criteria	Location
9	City Accounts Manager Remuneration Rs. 17,000.00 per month	01	M.Com/ B.Com from recognized university having computer proficiency in MS Office package and experience in working software Tally. Experience: Minimum of 2 years of post qualification experience in relevant field. Age: upto 45 Years	i) B.Com = 70 Pts; ii) M. Com = 10 Pts; iii) Viva Voce = 20 Pts Note: Item (i) & (ii) on pro rata basis	One for Srinagar Distt. Headquarter
10	City Accounts Manager Remuneration Rs. 16,000.00 per month	01	B.Com from recognized university having computer proficiency in MS Office package and experience in working software Tally. Experience: Minimum of 2 years of post qualification experience in relevant field Age: upto 45 Years	i) B.Com = 80 Pts; ii) Viva Voce = 20 Pts Note: Item (i) on pro rata basis	Anantnag Distt. Headquarter
11	State Trainer (YCF RESOURCE CENTRE) Remuneration Rs. 48,000.00 per month	01	PG Degree/ Diploma in Pediatrics. Age: upto 65 years	(i) MBBS- 60 points (across the board) (ii) PG Diploma- 10 points (across the board) (iii)PG Degree- 20 points (across the board) (iii)Viva Voce- 20 points (across the board) Note item (i) on prorata basis.	GB Pant Hospital Srinagar

Jammu Division :-					
S.No	Post	No. of posts	Essential Qualification	Selection Criteria	Location
1	District Monitoring and Evaluation Officer Remuneration Rs. 18,500.00 per month	02	MCA/ B.E Computers / Graduation with PGDCA from recognised University. Experience: 2 years post Qualification Experience in relevant field. Age: upto 45 years	(i) MCA / B.E Computers - 80 Points (ii) Viva- voce - 20 points Note -item (i) on prorata basis OR (i)Graduation- 60 Points (ii) PGDCA - 20 Points (iii)Viva- voce – 20 points Note: Item (i) & (ii)on prorata basis	District HQ Doda & Jammu (Touring Job)
2	Accounts Manager at District Hospitals Remuneration Rs. 16,000.00 per month	02	B.com from recognised University having computer proficiency in MS Office package and experienced in working software Tally. Experience: Minimum of 2 Years of post Qualification work experience in relevant field. Age: upto 45 years	(i)B.com - 80 Points (ii)Viva- voce - 20 points Note -item (i) on prorata basis	One each District Hospital Rajouri & Ramban,

S.No	Post	No. of posts	Essential Qualification	Selection Criteria	Location
3	Adolescent Health Counselors (Female Candidates) Remuneration Rs. 14,500.00 per month	01	PG in Sociology/Social Work/Psychology from recognized university. Age: upto 45 years	(i)PG Sociology/Social Work/Psychology=80 Pts; (ii)Viva Voce=20 Pts Note:Item (i) on pro rata basis	Helpline Jammu
4	City Programme Manager Remuneration Rs. 21,000.00 per month	01	MBA from recognized university with knowledge of computer proficiency. Experience: Minimum of 3 years of post qualification experience in relevant field. Age: upto 45 Years	i)MBA = 80 Pts; ii)Viva Voce = 20 Pts Note: Item (i) on pro rata basis	One for Jammu Distt. Headquarter
5	City		M.Com/ B.Com from recognized university	i) B.Com = 70 Pts;	One for

	Accounts Manager Remuneration Rs. 17,000.00 per month	01	having computer proficiency in MS Office package and experience in working software Tally. Experience: Minimum of 2 years of post qualification experience in relevant field. Age: upto 45 Years	i)M. Com = 10 Pts; iii)Viva Voce = 20 Pts Note: Item (i) & (ii) on pro rata basis.	Jammu Distt. Headquarter
6	City Accounts Manager Remuneration Rs. 16,000.00 per month	02	B.Com from recognized university having computer proficiency in MS Office package and experience in working software Tally. Experience: Minimum of 2 years of post qualification experience in relevant field. Age: upto 45 Years	i)B.Com = 80 Pts; ii)Viva Voce = 20 Pts Note: Item (i) on pro rata basis.	Kathua & Udhampur Distt. Headquarter
7	State Trainer (YCF RESOURCE CENTRE) Remuneration Rs. 48,000.00 per month.	01	PG Degree/ Diploma in Pediatrics. Age: upto 65 years	(i)MBBS- 60 points (across the board) (ii) PG Diploma- 10 points (across the board) (iii)PG Degree- 20 points (across the board) (iii)Viva Voce- 20 points (across the board) Note item (i) on prorata basis.	SMGS Hospital Jammu
8	Programme Officer (YCF Resource Centre) Remuneration Rs 40000.00 per month.	01	MBA in Health / Hospital Management from recognized university (Full time). Experience: Minimum 2 years of post qualification experience (after PG) in relevant field. Age: upto 45 years	i)MBA- 80 points ii)Viva Voce- 20 points Note: Item (i) on prorata basis	SMGS Hospital Jammu.

S.No	Post	No. of posts	Essential Qualification	Selection Criteria	Location
State Level :-					
1	Ledger Keeper/ Tally/PFMS Assistant Remuneration Rs. 12,000.00 per month	02	B.Com from Recognized University with knowledge of Tally Software. Experience: Minimum of 2 years of post qualification experience in relevant field. Age: upto 45 Years	i)B.Com=80 Pts; ii)VivaVoce=20 Pts Note:Item (i) on pro rata basis.	State level at SHS Nagrota.
2	Clinical Coordinator (SNCU Data Management Cell) Remuneration Rs.48000.00 per month	01	MD Pediatrics with one year experience or DCH with 2 year experience of working in SNCUs/ NICUs either in government or private sector. Age: upto 65 years	i)MBBS- 60 points ii) PG Diploma- 10 points (across the board) iii) PG Degree- 20 points iv)Viva Voce- 20 points Note item (i) on prorata basis. Note: Item (i) on prorata basis	State Health Society, J&K, Nagrota.

TERMS AND CONDITIONS:

- The candidate should be permanent resident of J&K State.
- The candidate should have excellent communication and presentation skills in English and local language, and also must be conversant with knowledge in computers.
- The candidate should have initiative in taking capacity and familiarity with socio-cultural and socio-economic conditions of the State.
- The candidate should be dedicated, hardworking and willing for the extensive touring across the State.
- Experience in working with Government systems will be an added advantage.
- The selection of the candidates shall be made based on the block /district / divisional / state merit as applicable for the post applied for.
- Initial contract for hiring shall be for 11 months and further extension will be subject to satisfactory performance of the candidate / approval of the post by GoI.
- Application as per prescribed format should be sent to the office of State Health Society, Jammu personally or by post on or before 10th April-2015 (Jammu Office: State Health Society, Near Sainik School, Nagrota, Jammu / Kashmir Office: J&K Housing Board Complex, Chanapora, Srinagar. Pin: 190015)
- The interviews shall be held on 18th April, 2015 at Jammu office for the posts of Jammu Division / State level and 20th April 2015 at Srinagar office for the post of Kashmir Division at 10 A.M.
- The candidates who have obtained degrees through Distance Education Mode from the Universities recognized by the UGC and mentioned in Govt. Order No. 252-HE of 2012 dated: 30-05-2012 issued by the Higher Education Deptt., Civil Secretariat, J&K shall have to submit a certificate from the concerned university along with application form stating that candidate had undergone the degree from their University head-quarters and not from the off-campus which have been established by these Universities beyond their territorial jurisdiction. **The candidate shall not be interviewed in absence of this certificate.**
- The number of vacancies is only indicative and may increase or decrease.
- List of documents to be attached with the application form :-
 - Date of Birth Certificate
 - Permanent Residence Certificate
 - Degree of the required qualification for the post applied for.
 - Marks sheet of all semesters / one consolidated marks sheet indicating marks of all the semesters of the required qualification for the post applied for.
 - Certificate from the concerned University along with application form stating that candidate had undergone the degree from their University head-quarters and not from the off-campus which have been established by these Universities beyond their territorial jurisdiction.
 - Experience certificate in relevant field with date and stamp of the issuing authority.
- Applications not falling in the prescribed criteria or without aforesaid documents shall be rejected outrightly.
- If the number of posts exceeds five times the no. of available posts, written examination shall be conducted to shortlist the candidates for interview.

DIP/J-2044-P/15
Dt: 30/3/15Sd/-
Mission Director
NHM, J&K**APPLICATION FORM
State Health Society
NATIONAL HEALTH MISSION, J&K**

- Post applied for. _____
- Name of Candidate _____
- Parentage _____
- Date of Birth _____
- Address _____, Block _____
- E-mail/ Contact No. _____
- Details of Technical Qualification: _____

Space for
Photograph

Examination passed	Examining Body/ Board/University	Year of passing	Marks obtained	Total marks	%age

- Date of completion of qualifying degree _____
- Post Qualification Experience :
Duration _____ years _____ Months
- Documents enclosed:
a) _____ b) _____
c) _____ d) _____
- I do hereby declare that
 - The Statements in this application are true to the best of my knowledge and belief.
 - I have never been debarred from appearing in any examination/interview.
 - I have never been arrested / prosecuted or involved in any criminal case registered by the police or convicted by the criminal court.
 - I have undergone the degree from University head-quarters and not from the off-campus which have been established by these Universities beyond their territorial jurisdiction (In case of Distance Mode).
 - I undertake that any wilful concealment of the facts shall result in the cancellation of my candidature and the State Health Society may also debar me from applying for future selection.

I shall accept the selection made by the selection committee which will be binding on me.

Signature of applicant.

Note: The candidates need to attach documentary evidence along with the application form, which supports the statements made in the form.