



MISSION DIRECTOR NATIONAL HEALTH MISSION, J&K

Jammu Office: Regional Institute of Health & Family Welfare, Nagrota, Jammu.

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NHM Help Line for Jammu Division 18001800104: Kashmir Division 18001800102

ADVERTISEMENT NOTICE

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 as under:

S.No.	Post	No.	Essential Qualification	Selection Criteria	Location
1.	Divisional Accounts Manager Remuneration Rs.22000.00 per month	01	M.Com/ B.Com from recognized 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 Yrs	(i)B.Com=70 Points (ii)M.Com=10 Points (iii)Viva Voce=20 Points Note:-Item (i) & (ii) on prorata basis	Divisional office Kashmir
2.	Adolescent Health Councilor Remuneration Rs.14,500.00 per month (Female Candidate Only)	01	Qual. PG in Sociology/Social Work/Psychology from recognized university. Age: Upto 45 years.	(i) PG Sociology/Social Work/ Psychology-80 Points. (ii) Viva Voce-20 points. Note: Item (i) on prorata basis.	Helpline Srinagar, Divisional Office
3.	Junior Assistant Remuneration Rs.11,900.00 per month	02	Qual. Graduate from any recognized University with six months certificate course in computers from any recognized Institute and having typing speed of minimum 35 words per minute. Exp. 2 years post qualification relevant	i) Graduation -25 points. ii) PG- 5 Points. iii) Type Test- 55 points. iv) Certificate Course in computer (across the board)- 5 Points v) Viva Voce- 10 Points. Note:- Item (i) to (iii) on	Divisional Office, Kashmir (Chanapora) - 2

			work experience. Age: Upto 45 years.	Prorata basis	
4.	Law Officer Remuneration Rs. 25,000.00 per month	01	Qualification: LLB from recognized university Experience: 2 yrs experience in Govt. or Private Sector in relevant field. Age:Maximum age limit up to 65 years	i) LLB = 80 Pts; ii) Viva Voce = 20 Pts Note: Item (i) on pro rata basis	Divisional Office Kashmir
5.	DEIC Manager (RBSK) Remuneration Rs. 25,000.00 per month	05	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 Yrs	(i)MBA/ PGDHM/ MDRA=70 Points (across the board) (ii) BPT/BOT/BPO/B.S c. 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.	Shopian, Baramulla, Kargil, Leh, Kupwara,
6.	District Account Manager Remuneration Rs. 20,000.00 per month	02	M.Com/ B.Com from recognized 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 yrs	(i) B.Com - 70 Points (ii). M.com - 10 points (iii) Viva- voce - 20 points Note – item (i) & (ii) on prorata basis	District HQ GanderbalKargil

7.	District Monitoring & Evaluation Officer Remuneration Rs. 18,500.00 per month	02	Qual.MCA/ B.E Computers/ Graduation with PGDCA from recognized University Exp. 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) and (ii) on prorata basis	District HQ Kupwara, Bandipora
8.	Accounts Manager/ Accountant at District Hospitals Remuneration Rs. 16,000.00 per month	02	B.Com from recognized 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	Leh; Kulgam;
9.	Block Account Manager Remuneration Rs. 16,000.00 per month	03	B.Com from recognized 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	Kupwara (Handwara); Kargil (Sankoo); Pulwama (Pampore);

10.	Block Monitoring and Evaluation Officer Remuneration Rs. 16,000.00 per month	06	BCA/BSC IT / BSC Computer / PGDCA from recognized 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- voice - 20 points Note : item (i) on prorata basis	Kupwara (Langate); Budgam (Magam and Soibugh); Kulgam (Qazigund and DH Pora); Baramulla (Rohama)
11.	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.	i) MBA = 80 Pts; ii) Viva Voce = 20 Pts Note: Item (i) on prorata basis	Srinagar Distt. Headquarter
12.	City Accounts Manager Remuneration Rs. 17,000.00 per month (Srinagar-1)/ Rs. 16,000.00 (Anantnag-1)	02	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.	i) B.Com = 70 Pts; ii) M. Com = 10 Pts; iii) Viva Voce = 20 Pts Note: Item (i) & (ii) on pro rata basis	Srinagar/Anantnag Distt. Headquarter

TERMS AND CONDITIONS:

1. The candidate should be permanent resident of J&K State.
2. The candidate should have excellent communication and presentation skills in English and local language, and also must be conversant with knowledge in computers.
3. The candidate should have familiarity with socio-cultural and socio-economic conditions of the State.
4. The candidate should be dedicated, hardworking and willing for the extensive touring across the State.
5. The selection of the candidates shall be made based on the district / divisional merit as the case may be (As per the decision of the Governing Body circulated vide No. SHS/ NRHM/ J&K/P&S/ GB meeting 2014/ K/ 11787-804 dated 02-07-2014).
6. The hiring will be purely on contractual basis. Initial contract for hiring shall be **for 11 months or 31st March 2017, whichever is earlier**, and further extension will be subject to satisfactory performance of the candidate / approval of the post by GoI.
7. **The interested eligible candidates are requested to submit the application forms complete in all respects in the office of Chief Medical Officer of their concerned district on or before 8th September, 2016 by 4:00 pm. Concerned District Programme Manager (DPM) shall be responsible for collection and scrutinizing of forms as per the eligibility criteria and will submit the scrutinized forms to NHM Kashmir Division Office, Chanapora, Srinagar after the last date of submission of forms.**
8. **Candidates who have already applied in response to advertisement notice published in leading news dailies vide NB 2670 dated 01-04-2015 and advertisement Notice no: SHS/NHM/J&K/K/6244-47 dated 20/08/2015 need not apply again.**
9. The application form can also be downloaded from the official website www.jknhm.com or can be had from the Office of concerned Chief Medical Officer.

10. The candidates who have obtained degrees through Distance Education Mode from the Universities recognized by the UGC as mentioned in Govt. Order No. 252-HE of 2012 dated: 30-05-2012 issued by the Higher Education Deptt., Civil Secretariat, J&K after 2005 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. **Application shall not be accepted in absence of this certificate.**
11. The number of vacancies is only indicative and may increase or decrease.
12. **List of documents to be attached with the application form: -**
 - i. Date of Birth Certificate
 - ii. Permanent Residence Certificate
 - iii. Degree/ Diploma from the recognized university/ institute for the required qualification as per the post applied for.
 - iv. Marks sheet of all semesters /years and one consolidated marks sheet indicating marks of all the semesters/ years of the required qualification for the post applied for.
 - v. Certificate from the concerned University along with application form stating that candidate had undergone the degree from the University head-quarters and not from the off-campus which have been established by these Universities beyond their territorial jurisdiction.
 - vi. Experience certificate in relevant field with date and stamp of the issuing authority.
13. Applications not falling in the prescribed criteria or without aforesaid documents shall be rejected out rightly.

Sd/-
Mission Director
NHM, J&K

APPLICATION FORM
State Health Society
NATIONAL HEALTH MISSION, J&K

1. Post applied for. _____
2. Name of Candidate _____
3. Parentage _____
4. Date of Birth _____
5. Address _____
District _____, Block _____
6. E-mail/ Contact No. _____
7. Details of Technical Qualification:



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

8. Date of completion of qualifying degree _____
9. Post Qualification Experience :
Duration _____ years _____ Months
10. Documents enclosed:
a) _____ b) _____
c) _____ d) _____

11. I do hereby declare that
 - a) The Statements in this application are true to the best of my knowledge and belief.
 - b) I have never been debarred from appearing in any examination/interview.
 - c) I have never been arrested / prosecuted or involved in any criminal case registered by the police or convicted by the criminal court.
 - d) 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).
 - e) 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.