

Jharkhand Rural Health Mission Society, Namkum, Ranchi

Recruitment for various positions under National Programme for Prevention and Control of Cancer, Diabetes, Cardiovascular Diseases & Stroke (NPCDCS) and National Programme For The Health Care Of The Elderly (NPHCE)

Advt No. – 02/2012

Last Date for application – 14/08/2012

Applications are being invited from suitable candidates for the various positions under National Programme for Prevention and Control of Cancer, Diabetes, Cardiovascular Diseases & Stroke (NPCDCS) and National Programme for the Health Care of the Elderly (NPHCE) at State, District & Block level, purely on contractual basis. The Applicant shall have no claim in future for absorption on any regular position. The Applicants are requested to send their Bio-data, in the prescribed format, through registered post or speed post by 14th August, 2012. Details of the positions, remuneration and number of posts are mentioned herein below:

Post Code	Name of the Post	Remuneration (Rs. Per Month)	No. of Posts	Place of posting
1	State Programme Officer – State NCD Cell	55,000/-	1 (UR)	State HQ
2	Programme Assistant – State NCD Cell	20,000/-	1 (UR)	State HQ
3	Finance cum Logistics Officer – State NCD Cell	30,000/-	1 (UR)	State HQ
4	Data Entry Operator – State NCD Cell	12,000/-	2 (Gen-1, ST-1)	State HQ
5	District Programme Officer – District NCD Cell	40,000/-	3 (Gen-2, ST-1)	District HQ (Bokaro, Dhanbad, Ranchi)
6	District Medical Officer (NCD)	55,000/-	3 (Gen-2, ST-1)	District Hospital in Bokaro, Dhanbad & Ranchi
7	Medical Oncologist (NCD)	55,000/-	3 (Gen-2, ST-1)	District Hospital in Bokaro, Dhanbad & Ranchi
8	Cyto-pathologist (NCD)	55,000/-	3 (Gen-2, ST-1)	District Hospital in Bokaro, Dhanbad & Ranchi
9	Medical Officer (NCD)	40,000/-	30 (Gen-15, ST-8, SC-3, OBC-4)	Community Health Centers in Bokaro, Dhanbad & Ranchi
10	Consultant Medicine (NPHCE)	50,000/-	6 (Gen-3, ST-1, SC-1, OBC-1)	District Hospital in Bokaro, Dhanbad & Ranchi

Post Code	Name of the Post	Remuneration (Rs. Per Month)	Bokaro	Dhanbad	Ranchi
Positions for District NCD Cell					
11	Programme Assistant	20,000/-	1	1	1
12	Finance cum logistics officer	23,000/-	1	1	1
13	Data Entry Operator	8,000/-	1	1	1

	Positions for District Hospital NCD Clinic & Cardiac Care Unit				
14	Staff Nurse (NCD)	12,000/-	2	2	2
15	Physiotherapist (NCD)	20,000/-	1	1	1
16	Counselor (NCD)	8,000/-	2	2	2
17	Data Entry Operator (NCD)	8,000/-	1	1	1
18	Care Co-ordinator (NCD)	6,000/-	1	1	1
	Positions for District Hospital Cancer Care Facility				
19	Cyto-pathology technician (NCD)	20,000/-	1	1	1
20	Staff Nurse (NCD)	12,000/-	2	2	2
	Positions for Community Health Center (Under Diabetes, Cardiovascular Diseases & Stroke component)				
21	Staff Nurse (NCD)	12,000/-	8	8	14
22	Counselor (NCD)	8,000/-	8	8	14
23	Data Entry Operator (NCD)	8,000/-	8	8	14
	Positions Under NPHCE for Geriatric Clinic and Geriatric Ward at District Hospital				
24	Staff Nurse (NPHCE)	12,000/-	6	6	6
25	Physiotherapist (NPHCE)	15,000/-	1	1	1
26	Hospital Attendant (NPHCE)	7,500/-	2	2	2
27	Sanitary Attendants (NPHCE)	7,500/-	2	2	2
28	Rehabilitation Worker at CHC Level (NPHCE)	15,000/-	8	8	14

- Note:** i. Number of seats may be increased or decreased, as per the requirement of the programme.
ii. District level Reservation Roster will be applicable for the positions having more than one post.

2. Desired qualifications, experience, Responsibilities of the position and age for the positions are mentioned below:

SI No.	Positions	Location of work	Minimum Desired Qualification & Experience	Age limit as on 1/4/2012
1.	State Programme Officer	State NCD Cell	<ul style="list-style-type: none"> • MBBS or equivalent degree from institution recognized by Medical Council of India. • Must have completed compulsory internship. • Diploma /Masters in Public Health or MD/DNB in Preventive & Social Medicine/ Community Medicine/ Community Health Administration/ MBA (Health Care Administration). • At least 5 years experience in Health Management/ Public Health Programme/ Health Services after obtaining post graduate degree. • Preference will be given to the candidates having experience in Non Communicable Disease control program/projects. 	Up to 50 years. For retired Govt/ Public Sector officers up to the age of 62 years.
2.	Finance cum Logistics Officer	State NCD Cell	<ul style="list-style-type: none"> • Inter CA/Inter ICWA/M.Com or MBA (Finance/ Material Management) with knowledge of computer. • At least 5 years of experience in supervisory capacity and knowledge of popular accounting software packages. 	Up to 40 years
3.	Data Entry Operators (DEO)	State NCD Cell	<ul style="list-style-type: none"> • Graduate in any stream from Govt. recognized University • 1 year course of Diploma in Computer Applications from any recognized Institute. • Experience in database designing, excel sheet desirable • Minimum three years of relevant working experience in a reputed firm/organization. 	Up to 40 years

4.	District Programme Officer	District NCD Cell	<ul style="list-style-type: none"> • MBBS or equivalent degree from institution recognized by Medical Council of India. Must have completed compulsory internship. • Diploma /Masters in Public Health or MD/DNB in Preventive & Social Medicine/Community Medicine/ Community Health Administration/MBA in Health Care Administration. • At least 3 years experience in Health Management/ Public Health Programme/ Health Services after obtaining post graduate degree. • Preference will be given to the candidates having experience in Non Communicable Disease control program/projects. 	Up to 50 years. For retired Govt/ Public Sector officers up to the age of 62 years.
5.	District Medical Officer (NCD)	District Hospital NCD Clinic & Cancer Care Unit	Essential Qualification: <ul style="list-style-type: none"> • MD in Medicine or equivalent degree from institutions recognized by Medical Council of India. Desirable: <ul style="list-style-type: none"> • DM or equivalent degree in Endocrinology or Cardiology. • At least 2 years experience of working as specialist/ Super specialist in a hospital. 	Up to 50 years
6.	Medical Oncologist (NCD)	District Hospital Cancer Care Facility	Essential Qualification: <ul style="list-style-type: none"> • MD in Medicine or equivalent degree from institutions recognized by Medical Council of India. Desirable : <ul style="list-style-type: none"> • DM in Medical oncology or Equivalent Degree • At least 2 years experience of working as Medical oncologist in a hospital / TCC (Erstwhile RCC) 	Up to 50 years
7.	Cyto-pathologist (NCD)	District Hospital Cancer Care Facility	Essential Qualification: <ul style="list-style-type: none"> • MD/Diploma in Pathology or Equivalent Degree from institution recognized by Medical Council of India Desirable : <ul style="list-style-type: none"> • At least 2 years experience of working in Onco-pathology in a Hospital /TCC (Erstwhile RCC) 	Up to 50 years
8.	Medical Officer (NCD)	Community Health Center at Block level	Essential Qualification: <ul style="list-style-type: none"> • MBBS or equivalent degree from institutions recognized by Medical Council of India • Must have completed compulsory internship Desirable : <ul style="list-style-type: none"> • At least 2 years experience of working in a Hospital 	Up to 40 years
9.	Consultant Medicine (NPHCE)	Geriatrics Clinic and ward at District Hospital	Essential Qualifications: <ul style="list-style-type: none"> • MD in Medicine or equivalent degree from institution recognized by Medical Council of India Desirable: <ul style="list-style-type: none"> • At least 2 Year Experience of working as a specialist in a hospital. 	Up to 50 years
10.	Programme Assistant (PA)	State and District NCD Cell	<ul style="list-style-type: none"> • Graduate in any stream from Govt. recognized University • Good knowledge in office work with at least 3 years of experience in managing office work. • Preference would be given to candidates having Diploma in computer applications. Hindi typing would be desirable for the position. 	Up to 40 years
11.	Finance cum logistics officer (FLO)	District NCD Cell	<ul style="list-style-type: none"> • Inter CA/Inter ICWA/M.Com or MBA (Finance/ Material Management) with knowledge of computer • At least 3 years of experience in supervisory capacity and knowledge of popular accounting software packages. 	Up to 40 years

12.	Data Entry Operators (DEO)	District NCD Cell	<ul style="list-style-type: none"> • Graduate in any stream from Govt. recognized University • 1 year course of Diploma in Computer Applications from any recognized Institute. • Experience in database designing, excel sheet desirable • Minimum one year of relevant working experience in a reputed firm/organization.. 	Up to 30 years
13.	Staff Nurse (NCD)	District Hospital NCD Clinic & CCU and CHC level	<ul style="list-style-type: none"> • Bachelors Degree/Diploma in Nursing from Indian Nursing Council recognized Institute. • Certificate of Registration from Jharkhand Nursing Council. • At least 2 years experience of working in a hospital. 	Up to 40 years
14.	Physiotherapist (NCD)	District Hospital NCD Clinic and CCU	<ul style="list-style-type: none"> • Bachelor's Degree in Physiotherapy (BPT) from a govt. recognized Institute. • At least 2 years experience of working in a hospital is desirable. 	Up to 40 years
15.	Counselor (NCD)	District Hospital NCD Clinic and CHC level	<ul style="list-style-type: none"> • Bachelor's Degree Social Sciences or Degree / Diploma in Counseling/ Health Education/ Mass Communication from Institute recognized by State Govt. or AICTE or UGC. • At least 2 years experience of working as a counselor in a Health Care Facility. 	Up to 40 years
16.	Data Entry Operator (NCD)	District Hospital NCD Clinic and CHC level	<ul style="list-style-type: none"> • 10 +2 with Diploma/Certificate (Minimum 6 Month or More duration's course) in computer application from Govt. recognized Institute. • Typing Speed 40 WPM in English • Data Entry Speed of Minimum 8000 Key depression /Hour. • Should be well conversant with common computer programmes (MS Office and Data Processing) • At least 1 year experience of working as a Data Entry Operator 	Up to 30 years
17.	Care Coordinator (NCD)	District Hospital NCD Clinic and CCU	<ul style="list-style-type: none"> • 10 +2 • Soft spoken and Good Communication Skills • Basic Knowledge of Computer Like Word Processing and Data Processing • At least 2 years of experience of working in any reputed Hospital/ Old age Home/ rehabilitation Centers/orphanage/Asylum. 	Up to 30 years
18.	Cyto-pathology technician (NCD)	District Hospital CCU	<p>Essential Qualification:</p> <ul style="list-style-type: none"> • Bachelor of Medical Laboratory Technology (B.Sc. MLT)/ Diploma in Medical Laboratory Technology (DMLT) from a Recognized Institute. <p>Desirable :</p> <ul style="list-style-type: none"> • Master of Medical Lab Technology (MLT). • At least 2 Years Experience of Working in Cyto-pathology in a Hospital 	Up to 40 years
19.	Staff Nurse (NPHCE)	District Hospital Geriatrics clinic and ward	<ul style="list-style-type: none"> • Bachelors Degree/Diploma in Nursing from Indian Nursing Council recognized Institute. • Certificate of Registration from Jharkhand Nursing Council. • At least 2 years experience of working in a hospital. 	Up to 40 years
20.	Physiotherapist (NPHCE)	District Hospital Geriatrics clinic and ward	<ul style="list-style-type: none"> • Bachelor's Degree in Physiotherapy (BPT) from a govt. recognized Institute. • At least 2 years experience of working in a hospital is desirable. 	Up to 40 years
21.	Hospital Attendant (NPHCE)	District Hospital Geriatrics clinic and ward	<ul style="list-style-type: none"> • Matriculation from any Govt. recognized Board. • Must be fluent with the local languages in the area. • Must be resident of the District. • At least 2 years experience of working in a hospital. 	Up to 40 years

22.	Sanitary Attendants (NPHCE)	District Hospital Geriatrics clinic and ward	<ul style="list-style-type: none"> • Matriculation from any Govt. recognized Board. • Must be fluent with the local languages in the area. • Must be resident of the District. • At least 2 years experience of working in a hospital. 	Up to 40 years
23.	Rehabilitation Worker at CHC Level (NPHCE)	Community Health Center at Block level	<p>Essential Qualification:</p> <ul style="list-style-type: none"> • 10+2 or equivalent qualification • One year certificate course/Diploma in multi rehabilitation worker (DMRW) or Community Based Rehabilitation Worker (CBRW) from a recognized institute; • Registered as rehabilitation Personnel under Rehabilitation Council of India Act, 1992. <p>Desirable :</p> <ul style="list-style-type: none"> • At least 1 year experience of working in a hospital. 	Up to 40 years

3. General Instructions:

- I. The positions would be non-transferable and are not liable to change. The Candidates should be preferably from the same District for the post he/she applies.
- II. All the District level positions mentioned above would be under respective District Rural Health Society.
- III. The appointment would be purely on contract for 1 year initially. However, the contract of service may be renewed at end of term, subject to satisfactory performance and requirement of the Programme.
- IV. Candidates will be selected on the basis of skill test/interview/written test, as applicable. Only shortlisted candidates will be called for the selection process.
- V. Candidates applying for more than one post shall submit separate application for different positions in the respective District.
- VI. Society reserves the right to short-list limited number of candidates for posts advertised on the basis of either age, qualification, experience or any other suitable criteria as decided by the society.
- VII. Society reserves the right to cancel any or all position at any stage of recruitment process.
- VIII. At any stage of recruitment, it is found that the candidate does not fulfill the eligibility criteria and/or that he/she has furnished incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature/appointment will stand cancelled and necessary legal action will be initiated. The decision of the Society in any matter relating to the recruitment at any stage of the recruitment process will be final and binding upon the candidates.
- IX. No correspondence or personal queries in this regard shall be entertained.
- X. Reservation policy of Govt. of Jharkhand will be applicable.
- XI. Details can be seen at www.jharkhand.gov.in & jrhms.jharkhand.gov.in

4. Method of application:

- I. Candidates shall send their application form in the prescribed format along with a copy of the self attested certificates through Registered post/Speed post only. Any other mode of receipt of application will not be accepted.
- II. Candidates applying for the positions from **Post Code 1 to 10** shall send their application in the prescribed format, in a closed envelope super-scribing "**Advertisement Number - _____, Application for the post of _____ & Post Code _____**" at the below mentioned address:

To,
**The Director in Chief,
Jharkhand Rural Health Mission Society,
Govt. Vaccine Institute Campus (RCH Building),
Namkum, Ranchi – 834010**

- III. Candidates applying for the positions mentioned in **post code 11 to 28** shall send their application form, complete in all respect, in a closed envelope super-scribing "**Advertisement Number - _____, Application for the post of _____ & Post Code _____**" at the following address:

To,

Candidates for Bokaro District shall send their application at –	Nodal Officer for NCD cum District Leprosy Officer Civil Surgeon Office, Camp-II Bokaro Steel City, Bokaro-827012 (Jharkhand)
Candidates for Dhanbad District shall send their application at –	Nodal Officer for NCD cum District Leprosy Officer District Health Society Building Room No.- 13, Civil Surgeon Office Randhir Verma Chowk, PMCH Campus Dhanbad-826001 (Jharkhand)
Candidates for Ranchi District shall send their application at –	Nodal Officer for NCD cum District Leprosy Officer Room No.- 25 Vikash Bhawan, Kachahari Road, Ranchi – 834001

- IV. All the applications must reach by 5 PM on 14th August, 2012. Applications received after 14th August, 2012 will not be entertained and Society will not be held responsible for any postal delays.

Sd/-

Mission Director (NRHM)
Jharkhand Rural Health Mission Society

(Note: Fields Marked with * is Mandatory)

Advt Number*: _____

Post Code*: _____

Post Applied for*: _____

Paste a recent self
attested photo

2. Candidate Details

First name*		Middle Name*	
Last Name*		Gender* (M/F)	
Father's Name		Mother's Name	
Date of birth*		Physically Challenged ¹ (Y/N)	
Phone No. (with STD Code)		Category ² (Gen/SC/ST/OBC)	
Email		Mobile No.	

Note: in case of:

1. Physically Challenged category, certificate issued by appropriate authority should be enclosed.
2. In the case of reserved category caste certificate should issue from SDM/DM and copy should be enclosed.

3. Address

Correspondence address	Permanent address
Recent complete address with PIN.	

4. Education Details (Enclose copy of duly signed certificate as attachments)

Examination Passed*	Specialization & Subject	Board/University	Passing Year	%of marks/GPA

5. Work Experience:

Note: Do not mention experience gained as a volunteer. Start from most recent experience. If worked in more than one area/post within the same organization, please enter the details separately. Add more rows to the column if required.

Sl No	Name of Organization	Designation & Key Area of Experience	Experience	
			From	To

Certification:

I, the undersigned, certify that to the best of my knowledge & belief the above mentioned details correctly describe my qualification, experience and myself.

Date
Place

Candidate's Signature