



Odisha State Health & Family Welfare Society, Govt. of Odisha
Deptt. of Health & Family Welfare, Govt. of Odisha
Annex Building of SIH&FW, Nayapalli, Unit-8, Bhubaneswar-
751012, District-Khordha (Odisha) Phone/Fax: 0674- 2392480/79



Advt. No.:- 58/19

CONTRACTUAL APPOINTMENT

Date:- 19.12.2019

Applications are invited from eligible candidates for filling up the following position under National Health Mission, Odisha on contractual basis with monthly remuneration as noted against the position and subject to renewal as per OSH&FW Society terms and conditions. The position is purely temporary and co-terminus with the scheme. Lower age limit for the following position is 21 years as on dt. 01.10.2019.

Sl. No.	Name of the Position	Remuneration (in Rs.), Performance Incentive & other allowances as admissible
01	District Consultant, NTCP	Rs.32,761/- + PI

Interested candidates can log on to www.nhmodisha.gov.in for details of vacancy, eligibility criteria, ToR, age, selection procedure etc. Online application form will be available from **20.12.2019 to 27.12.2019** by **11.59 P.M.** Last date for receipt of the system generated application duly signed by the candidate along with self attested copies of all supportive documents is **04.01.2020** (by 5.00 P.M.).

Sd/-
Mission Director, NHM
Member Secretary, OSH&FWS, Odisha



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Sl. No.	Name of the Position	Vacancy	Age as on 01.10.19	Remuneration (in Rs.), Performance Incentive (P.I.) & other allowances as admissible	Eligibility Criteria
01	District Consultant, NTCP	16	Upto 40 Yrs.	Rs.32,761/- + PI	Qualification:- The candidate must have passed 2 years full time course in any of the following subject from a recognized university or institution with minimum 60% marks: -Post Graduate Degree or Post Graduate Diploma in Public Health. -Post Graduate Degree in Social Science. -Master Degree in Business Administration or its' equivalent course, such as; Post Graduate Diploma in Business Administration or Post Graduate Diploma in Business Management or Post Graduate Diploma in Management. Experience - S/He should have 2 years of post qualification experience in health sector.

General information and Instructions:-

- i. The above position is purely temporary and co-terminus with the scheme. Canvassing in any form will render the candidate disqualified for the position.
- ii. Details of vacancy, eligibility criteria, age, ToR, selection procedure etc. can be downloaded from the official website (www.nhmodisha.gov.in).
- iii. The applications received for the above position will be scrutinized and the database will be uploaded in the above official website for invitation of objection. Candidates are required to visit official website:- www.nhmodisha.gov.in at regular intervals for any notification, updates (objection invitation / different tests notices), results etc. relating to recruitment.
- iv. Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the selection process.
- v. Candidates, who are already working in Health Department either on regular or on contractual basis, have to submit **No Objection Certificate** from the employer (appointing authority) at the time of submission of application. NOC issued by any other authority other than appointing authority will not be accepted. NOC must be specific for the post, S/he applying and must be issued subsequent to issue of the advertisement.
- vi. **Interested candidates fulfilling the eligibility criteria are to apply online through the above said website.** Online application form will be available from **20.12.2019 to 27.12.2019** till **11.59 P.M.** **System generated application form duly signed by the candidate along with self attested photocopies of all Certificates and Mark sheets, in support of age, qualification and experience shall however be sent to the “Mission Directorate (NHM), Annex Building of SIH&FW, Nayapalli, Unit-8, Bhubaneswar-751012, District-Khordha (Odisha)” so as to reach us on or before 04.01.2020 (by 5.00 P.M.) through Regd. Post / Speed Post / Courier only and the envelope containing the application should be superscribed clearly name of the post applied for.**
- vii. The candidate has to exhibit requisite documents / experience certificates which shall clearly establish his/her eligibility as per conditions as above, without which his/her candidature shall be rejected.
- viii. The experience certificate of the Employer/s must clearly specify the period of incumbency, name of the post and nature of responsibility.
- ix. In case the marks obtained are in the form of CGPA, OGPA, DGPA, GPA, CPI etc., a certificate for conversion as applicable to percentage of marks shall be submitted at the time of submission of application form. Certification towards AICTE / UGC recognition of Institutions / Universities shall also be submitted at the time of submission of application form, wherever applicable, without which the application shall not be considered & shall be rejected.
- x. Candidates who are over aged, under qualified, not having requisite percentage of marks, not having requisite experience etc. need not apply.
- xi. Incomplete application in any form will be rejected. Non submission of certificate/documents along with the online application shall be liable for rejection.
- xii. If any candidate is found to have suppressed any material information or furnished false information / documents, his/her case shall not be considered for the post applied for and in case already engaged on the basis of the said information / documents, his / her service shall be terminated from the Society forthwith. Candidates who have been disengaged earlier from the OSH&FW Society on administrative ground such as disobedience / poor performances / misbehavior / criminal activity etc. are not eligible to apply.
- xiii. This office will not be held responsible for any postal delay. **No application will be entertained after dt 04.01.2020 (5.00 P.M.).** No personal correspondence / queries will be entertained. All communication will be made through E-mail / official website / SMS.
- xiv. The panel for above position shall also remain valid for similar post / s in other programmes ambit with same educational qualification and same remuneration, as will be decided by the Society.
- xv. Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- xvi. The undersigned reserves the right to cancel this advertisement at any stage of recruitment process without assigning any reason thereof.

Sd/-
Mission Director, NHM
Member Secretary, OSH&FWS, Odisha

Sl. No.	Name of the Post	Selection Procedure (Advt. No. 58/19)
01	District Consultant, NTCP	A list of shortlisted candidates shall be prepared as per the eligibility criteria and called for appearing the Written Test. A list of qualified candidates in Written Test securing 50% or more marks shall be prepared and called for appearing Viva-voce. However, the final merit list will be prepared by adding the marks secured in Written Test and Viva-voce.

Terms of Reference

District Consultant, NTCP

- To provide technical as well as programme management support for planning and implementation of National Program for Tobacco Control at state/district level.
- To support and monitor the tobacco control activities of the State/District Tobacco Control Cell and assist in implementation of tobacco control laws.
- To facilitate training and advocacy programmes for civil societies, law enforcers, state health authorities, media and health professionals at state/district level.
- To coordinate in effective implementation of components of the National Tobacco Control Program in synergy with the NCD program.
- To ensure quality and monthly reporting of all the activities including utilization of resources undertaken by the State/District Tobacco Control Cell.
- To assist in preparation of quarterly and annual reports.
- To undertake any other tasks and responsibilities assigned by the supervisor.