

Advst No.NHM/PKL/2023/797

Dated: 18/07/2023

District Health and Family Welfare Society
O/o Civil Surgeon, A- Block, 5th Floor
Sector-6, Panchkula
Ph. No. 0172-2573907

ADVERTISEMENT

Applications are invited from eligible candidates to fill the posts in various Health Institutions of District Panchkula under National Health Mission. Posts are purely on contract basis for fixed contract period strictly on performance basis; initially upto 31.03.2024 (extendable, subject to further Administrative approval and performance). Application format may be downloaded from website nhmharyana.gov.in. Application form completed in all respect along with photocopy of all essential qualification certificates and relevant documents (attested/self attested) must be submitted through Registered post/By hand to "District Health and Family Welfare Society, O/o, Civil Surgeon, A- Block, 5th Floor, Sector-06, Panchkula" before the closing date i.e. 1st August 2023 by 04:00 P.m. After that, no application forms/documents will be accepted and no separate correspondence in this regard will be entertained by this office. This office will not be responsible for any postal delay. Candidates are also advised to visit web site www.nhmharyana.gov.in regularly for any corrigendum/notice/updates etc. Incomplete application forms shall be rejected. Candidates are also advised to read the instructions carefully before applying for the post.

Sr. No.	Name of the Post	No of Posts & Category	Essential Qualification/ Eligibility Criteria	Age Limit	Entry Level Pay (per month)
1.	Account Assistant	Gen-1	I. (B.Com with at least 55% marks. Knowledge of Tally ERP.9 Software (Certificate for the same is required). II. One year post qualification experience related to accounts. III. Hindi/Sanskrit upto matric.	18- 42 Years	Rs.12,500/-
2.	Field officers cum counsellors - Haemoglobinopathies	Gen-1	I. MSW or MA (Psychology, Sociology) from a recognized institutions with two years experience in health sector and 6 months certificate. course in Computers. II. Hindi /Sanskrit up to Matric.	18- 42 Years	Rs.9840/-

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3.	Optometrist (RBSK)	Gen-1	<p>I. Degree or Diploma in optometry course from a recognized institution.</p> <p>II. Two years post qualification experience in related field.</p> <p>III. Hindi /Sanskrit up to Matric.</p>	18- 42 Years	Rs.9840/-
4.	Adolescent Health Counsellor (RKSK)	Gen-1	<p>I. Masters in Psychology/Sociology/ Social Work/Child development.</p> <p>II. Preference will be given to Candidates with experience in field of counseling.</p> <p>III. Computer literate.</p> <p>IV. Hindi /Sanskrit up to Matric.</p>	18- 42 Years	Rs.9840/-
5.	Fleet Manager (Referral Transport)	Gen-1	<p>I. MBA with computer knowledge (Should be able to work on MS Word, MS Excel, and MS Powerpoint).</p> <p>II. Hindi/Sanskrit up to Matric.</p> <p>III. One year post qualification experience.</p>	18- 42 Years	Rs.12,500/-
6.	Panchkarma Specialists (AYUSH)	Gen-1	<p>I. A degree in Ayurveda System of Medicine from any University/ Institution recognized by the Govt.</p> <p>II. Registered with the Board of Ayurveda and unani system of Medicine Haryana.</p> <p>III. Post Graduate Degree (MD) in Panchkarma or Kayachikitsa. Or Two year postgraduate diploma in Panchkarma Or One year post graduate Diploma in Panchkarma. First preference however, will be given</p>	18- 42 Years	Rs.18,750/-

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			to MD in Panchkarma or Kayachikitsa. IV. Hindi/Sanskrit upto Matric.		
7.	Multi Rehabilitation worker (NPHCE)	Gen-3	Essential: I. 10+2 or equivalent qualification II. One and half year certificate course of multi Rehabilitation Worker from a recognized institute. III. Registered as Rehabilitation personnel under Rehabilitation Council of India Act 1992. IV. Hindi/Sanskrit up to Matric. Desirable: I. At least 1 year experience of working in a Hospital.	18- 42 Years	Rs.7580/-
8.	MO (RBSK)	BC-A	<u>Educational Qualification for AMO</u> I. A degree in Ayurveda System of Medicines from any university/ Institution recognized by the Government. II. Registered with Board of Ayurveda and Unani System of medicine in Haryana. III. Hindi/Sanskrit upto Matric. <u>Educational Qualification for UMO</u> I. A degree in Unani/ Tibbia from any university/Institution recognized by the Government. II. Registered with Board of Ayurveda and Unani System of medicine in Haryana. III. Hindi/Sanskrit upto Matric. <u>Essential Qualification for HMO</u> I. A degree in Homeopathy from the	18- 42 Years	Rs.18,750/-

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			<p>institute mentioned in second & third schedule of Homoeopathy Central Council Act 1973.</p> <p>II. Registered with State/Central Council of Homoeopathy System of Medicine Haryana Panchkula.</p> <p>III. Hindi/Sanskrit upto Matric.</p> <p><u>Essential Qualifications for Yoga</u></p> <p>I. A degree in BNYS from any university/Institution established by law and recognized by Government.</p> <p>II. Registered with Board of Ayurveda and Unani System of medicine in Haryana.</p> <p>III. Hindi/Sanskrit upto Matric.</p> <p><u>Essential Qualifications for Siddha</u></p> <p>I. B.S.M.S Siddha Medicine and Surgery from any university/Institution established by law and recognized by Government.</p> <p>II. Registered by Central council of Indian Medicine (CCIM).</p> <p>III. Minimum 2 years of post-qualification work experience.</p> <p>IV. Hindi/Sanskrit upto Matric.</p>	
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Important Instructions for candidates:-


1. The candidates should be between the age of 18 to 42 years. Age relaxation will be given to the categories as per Haryana Govt. policy and NHM Haryana rules.
2. Post of reserve category will be filled up as per Haryana Govt. Reservation policy.
3. NHM Selection criteria (**Annexure-A**) issued vide memo no.NHM/Admin/HRC-1/2022-23/10885-905 dated 20.03.2023 shall be followed for recruitment. It is clarified that

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- no written test shall be conducted for the recruitment of above said posts under NHM at district level.
4. Private practice after duty time and on holiday to staff recruited under NHM is strictly prohibited.
 5. A candidate must be in good mental and physical health and free from any physical defect, which is likely to interfere with the efficient performance of the duties required for the post. The appointment shall be subjected to their being declared medically fit as per medical fitness standards followed by the Health Department
 6. The candidates are required to attach the attested/self attested legible copies of following certificates and relevant documents along with the Application form:-
 - I. Valid Document as a proof for Date of Birth (10th certificate/Birth certificate).
 - II. Essential qualification Certificates.
 - III. Mark sheet of each year/Semester.
 - IV. Additional Relevant Post Experience Certificate (if any) issued from (any State Govt./Semi Govt./UT/any Govt. Board/Corporation/NHM) specifying the working on full time basis with complete details like Letter no. and date of issue, Designation, Date of Joining and Date of Resignation, Work details and last Salary drawn etc. **The period of experience rendered by a candidate on part time basis shall not be counted while calculating the valid experience.**
 - V. Two latest passport size colored photographs.
 - VI. Candidate claiming reservation should submit the copy of latest reserve category certificate issued by the competent authority as per the latest Govt. instructions.
 - VII. Self attested/attested copies of any of the three documents mentioned below as residential proof.
 - a. Passport
 - b. Voter ID Card
 - c. Ration Card with Address
 - d. Caste and Domicile Certificate with address and the photo issued by State Govt.
 - e. Parivar Pehchan Patra
 - f. Electricity Bill (not older than last three months)
 7. **The candidates should:**
 - (I) **Mark page numbers on the top at right hand side corner of each page and mention the total number of pages in the Application Form.**
 - (II) **Sign all the pages of the Application Form, certificates and documents.**
 8. Candidates applying for a post must ensure that they fulfill all the eligibility conditions as on the previous day of closing date. Ineligible candidates not need to apply.
 9. List of provisionally shortlisted eligible candidates will be uploaded only on web site i.e. nhmharyana.gov.in after scrutiny of applications. **Candidates are advised to visit the web site regularly for any updates i.e. date of original document verification etc; as no separate call letter/communication in hard copy will be sent to the provisionally eligible candidates on their correspondence addresses.** The application shall be subjected to subsequent scrutiny and can be rejected at any point of time if found incomplete/wrong/not fulfilling the eligibility criteria etc. No correspondence in this regard shall be entertained.
 10. NHM Service byelaws governing the condition of contractual employees shall be applicable on above said posts.

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11. Selected candidate shall not have any claim for regularization of his/her services based on the duties performed under this contract, as he/she has been engaged for project financed by Govt. of India having specific tenure.
12. (I) It is clarified that a person/candidate who has been terminated or discontinued from the services of NHM as per the provisions mentioned in NHM Service Bye Laws at clause no.21 (b) & (c), he/she will be treated as disqualified candidate for any fresh recruitment under NHM as per the provisions mentioned in NHM Service Bye Laws at Clause no.9 (2) "Disqualification": No person, who has been dismissed from the Mission under any State or at National level or from the service of the Government of India or any State Government or a local authority, a corporation or institute, shall be eligible for appointment to any post.
(II) No court case/Police enquiry/FIR etc. should be pending against the applicant and he/she should not be convicted by any court.
"Selected Candidates shall submit the declaration regarding the same on legal stamp paper duly notarized".
13. Any instructions issued by Health Department, Haryana/National Health Mission Haryana from time to time will be followed.
14. No TA/DA shall be paid for recruitment process.
15. Number of posts can be increased or decreased.
16. Documents verification of shortlisted candidates will be done by this office. If any candidate is found with false documents at the time of appointment or later stage, his/her appointment/recruitment will be cancelled/terminated immediately without serving any notice and suitable action shall be taken against him/her as per rules/laws.
17. The candidature shall be provisional and will be subject to verification of eligibility conditions with reference to original documents. Screening and selection will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish accurate, full and correct information in the application form.
18. **This office reserves the right to cancel the whole recruitment process at any time at any stage without assigning the reason to candidate.**

 Chairman, Executive Committee
District Health and Family Welfare Society,
Panchkula

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