

From

Civil Surgeon, Narnaul

To

Mission Director, NHM  
Partyan Bhawan, Bays No. 55-58,  
Sector - 2, Panchkula, Haryana

Memo No.: NHM/2023-24/ 1960

Dated:- 17-08-2023

**Subject:- Regarding Upload of information/Instruction, application format and vacancy positions under NHM in District Mahendragarh on the National Health Mission website.**

On the subject cited above, It is requested to get uploaded the information/ instructions, application format and vacancy positions under NHM at District Mahendragarh on the NHM Haryana website. Advertisement has been sent for publication to leading newspapers today i.e .....

Civil Surgeon, Narnaul

**DISTRICT HEALTH & FAMILY WELFARE SOCIETY, NARNAUL**

**Advertisement**

DHFWS, Narnaul invites applications on the prescribe format from the eligible candidate for filling up of the following contractual vacant posts. (as approved in ROP) under various schemes of NHM Programmes in different Health Institutions of District Mahendragarh at Narnaul, as per NHM selection criteria at the Civil Surgeon Office, Narnaul, purely on contractual basis initially up to 31/03/2024. Last date of submission of application forms complete in all aspects is upto 04-09-2023. The number and details of various posts are as under:

Sr. No.	Name of Post	Programme	No. of Post	Proposed Qualification	Functional Pay Structure			Entry Level Pay/ Remuneration	Date of Document Verification
					Name of Pay Band	Pay Band	Grade Pay		
1	Yoga Specialist	AYUSH	1 (General)	(i) A Bachelor degree in Ayurveda/Yoga & Naturopathy /Unani/ Homoeopathy/BNYS or in any stream from any University/Institution established by Law and recognized by the Govt. (ii) Post Graduate Degree or Diploma in Yoga & Naturopathy of not less than two years duration with regular course only. (iii) Hindi/Sanskrit upto Matric.	PB-2	9300-34800	4800	18750	11-09-2023
2	HMO	AYUSH	1 (SC)	1. A Degree or Diploma of not less than 4 years duration in Homeopathy from the Institution mentioned in the second and third Schedule of Homoeopathy Central Council Act 1973. Registered with State/Central Council of Homoeopathy System of Medicine, Haryana, Panchkula. 2. Hindi/Sanskrit upto Matric.	PB-2	9300-34800	4800	18750	12-09-2023
3	AYUSH MO	AYUSH	1 (SC)	1. A Degree in Ayurveda System of Medicines from any University/ Institution recognized by the Government and Registered with the Board of Ayurveda and Unani System of Medicine Haryana 2. Hindi/Sanskrit upto Matric.	PB-2	9300-34800	4800	18750	13-09-2023
4	Homeopathic Pharmacist	AYUSH	1 (SC)	(i) Unani Dispenser from any recognized University / Institution or Board or Faculty of Indian System of medicine established by Law in India OR Up-Vaidya of any recognized University/Institution or Board or Faculty of Indian System of medicine established by Law in India, having the knowledge of Urdu; and recognized by the Government OR Two year Diploma in Ayurveda Pharmacy from any recognized University / Institution or Board or faculty of Indian System of medicine established by Law in India and recognized by the Government. (ii) Two years' experience of working as Pharmacist / Compounder in a Govt. Homoeopathy Dispensary/Hospital OR Three years' experience of working as Pharmacist / Compounder under Registered Medical Practitioner in Homeopathy (Documentary proof with respect to salary drawn will be required) (iii) 10+2 examination should be passed with Physics, Chemistry and Biology. (iv) Hindi/Sanskrit upto Matric.	PB-1	5200-20200	2800	11170	14-09-2023
5	Accountant	(CHCs for PHCs/DPMU-Medical Coll.)	1 (General)	(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.	PB-2	9300-34800	3200	12500	18-09-2023

  
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6	Refrigerator Mechanics	Child Health	1 (General)	(i) Certificate course in Refrigeration & Air condition/ Motor Mechanic/Electrical passed from recognized ITI institution with having working minimum 3 years working experience in repairing cold chain equipment. (ii) Hindi /Sanskrit up to Matric.	PB-1	5200-20200	1900	7580	19-09-2023
7	Administrative Assistant	HSHRC	1 (ESM-SC)	(i) Recognized Graduate Degree with fluency in MS Office package with one year experience of managing office and providing support to Health Programme / NRHM. Knowledge of Accountancy would be an added advantage. (ii) Candidates having drafting skills would be preferred. (iii) Hindi /Sanskrit up to Matric.	PB-2	9300-34800	3200	12500	20-09-2023
8	District Consultant Public Health	HSHRC	1 (General)	<b>Essential qualification:</b> (i) MBBS/Dental/AYUSH/Nursing graduate with degree/diploma in Health Management (Full time) with at least 2 years relevant work experience. (ii) Computer proficiency with high level of familiarity with Database Management Programme and commonly used packages like MS word, excel, PowerPoint. (iii) Hindi /Sanskrit up to Matric. <b>Desirable:</b> (i) Training in Health quality like NQAS/NABH/ISO 9001:2000/Six Sigma/ Lean/Kaizen by a reputed organization will be preferable. (ii) Persons having previous experience of working under NHM would have an added advantage. (iii) Having good communication & presentation skills and analytical abilities. Should have excellent oral and written communication skills in English. (iv) Ability to design, conduct and publish reports.	PB-2	9300-34800	4200	16290	20-09-2023
9	District QA Consultant	HSHRC	1 (BCA)	<b>Essential qualification :</b> (i) MBBS/Dental/AYUSH/Nursing graduate with Masters in Hospital Administration/ Health Management (MHA-Full time) with 2 years experience in Public Health/Hospital Administration. Computer proficiency with high level of familiarity with Database Management Programme and commonly used packages like MS word, excel, PowerPoint. (ii) Hindi /Sanskrit up to Matric. <b>Desirable:</b> (i) Training and experience of implementing a recognized quality system like NQAS/NABH/ISO 9001:2008/Six Sigma/ Lean/Kaizen would be preferred. (ii) Previous work experience in the field of health quality would be an added advantage. (iii) Persons having previous experience of working under NHM or Govt. sector would have an added advantage. (iv) Having good communication & presentation skills and analytical abilities. Should have excellent oral and written communication skills in English. (v) Ability to design, conduct and publish reports.	PB-2	9300-34800	4200	16290	20-09-2023

  
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10	Psychiatric Social Worker	NMHP	1 (General)	(i) Post graduate degree awarded after completion of course of study of minimum 2 years in Mental Health or Psychiatric Social work. (ii) Hindi/Sanskrit upto Matric.	PB-2	9300-34800	3200	12500	20-09-2023
11	Microbiologist	IDSP	1 (General)	(i) Medical Graduate with Post Graduate Degree/Diploma (preferably in microbiology, virology, pathology and other lab sciences) (ii) Medical Graduate with 2 Year Experience in Laboratory Sciences MSc in Medical Microbiology. (iii) Hindi/Sanskrit upto Matric.	PB-2	9300-34800	4000	16090	22-09-2023
12	Audiologist & Speech Therapist	RBSK/DEIC	1 (General)	(i) B.A.S.L.P/ B.Sc. (Speech & Hearing)/ B.Sc. ASLP and registered with RCI (ii) Hindi /Sanskrit up to Matric.	PB-2	9300-34800	3600	13830	22-09-2023
13	Psychologist	RBSK/DEIC	1 (General)	(i) M. Phil Clinical Psychology/ M. Phil Rehabilitation Psychology and registered with RCI (ii) Minimum 1 year post qualification experience (iii) Hindi /Sanskrit up to Matric.	PB-2	9300-34800	4000	16090	22-09-2023
14	Optometrist	RBSK/DEIC	1 (General)	(i) Degree or Diploma in optometry course from a recognized institution (ii) Two years post qualification experience in related field (iii) Hindi /Sanskrit up to Matric.	PB-1	5200-20200	2400	9840	22-09-2023
15	District Programme Coordinator	NPCDCS	1 (General)	<b>Essential:</b> (i) MBBS/BDS from institution recognized by MCI/DCI respectively. (ii) Diploma/Master in Public Health/CHA. <b>Experience:</b> (i) At least one year experience of working in health services/public health programme (ii) Working knowledge of operating computers and internet usage.	PB-2	9300-34800	4600	18460	22-09-2023
16	Multi Rehabilitation Worker	NPHCE	1 (General)	<b>Essential:</b> (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. <b>Desirable:</b> (i) At least 1 year experience of working in a Hospital	PB-1	5200-20200	1900	7580	22-09-2023

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**IMPORTANT INSTRUCTIONS::**

- No TA/DA will be paid for coming for document verification.
- **Please carefully read the selection criteria before filling the application form.**
- Application will be accepted in the office of Civil Surgeon, Narnaul on all the working days upto 04-09-2023 upto 05:00 PM.
- Unfiled, incomplete and unsigned application forms will be considered as rejected.
- Important notice for all candidate:- Any sort of canvassing or influencing the officers related to selection and recruitment process would result in immediate disqualification of the candidate.
- Selection criteria for the above posts will be followed as per letter no. NHM/Admin/HRC-1/2022-23/10885-905 dated 20-03-2023.
- Full particulars along with contact no., email id, Postal address with PINCODE, two Passport size photo and attested copies of Educational Qualification & Experience should be attached with the application.
- If candidate applies for more than one post, he/she will have to apply separate application form with all relevant documents. One application will be considered for one post only.
- District authorities (CMO Office) has right to reject any application if found improper or having misleading information.
- Original documents in support of academic qualifications and work experience shall be required to be produced at the time of Documents Verification. Date of which will be displayed on NHM Haryana website i.e. nhmharyana.gov.in. Preference will be given to the candidate residing in local area and proof of residence will be required as per letter no. NHM/Admin/HRC-1/2022-23/10885-905 dated 20-03-2023.
- **No documents will be accepted after submission of application form.**
- Number of posts can be increase or decrease by the NHM.
- Post of reserve category will be filled up as per Haryana Government policy. Candidates seeking selection under Ex-service man category, will have to deposit eligibility certificate from respected Zila Sainik Board. To become eligible certificate must be issued/renewed before the date of this advertisement.
- All the posts are non-transferrable and the selected candidate will remain posted at the place of appointment.
- Any additional work/placement under NHM can be assigned by appointing authority.
- It is mandatory for staff to maintain H.Q. and reside at the place of posting.
- No separate call letter will be issued for the Documents Verification.
- List of eligible candidate for documents verification will be display on NHM Haryana website i.e. nhmharyana.gov.in.
- In case of unsatisfactory performance and conduct the services shall be terminated. Service Bye Laws governing the conditions of contractual employee of the State Health Mission, Haryana, 2018 will be fully applicable on the selected candidates.
- Person having criminal case against them, are not eligible to apply for these posts.
- **There must be no moral turpitude case pending against the applicant.**
- **The application must not be involved in any police case, anti-social activity.**
- The candidature of candidate will be purely provisional for the post applied for. If it is found that candidate does not full fill any of eligibility criteria or information furnished by him/her is incorrect/false, his/her candidature/appointment/contract is liable to be terminated immediately.
- If the candidate has passed his/her education private/deem university then he/she has to submit UGC approved certificate for university and course for the period of concerned year of passing.
- If the candidate had done his /her qualification diploma/degree through distance mode/regular mode then the university should be approved from Distance Education Council or joint committee of DEC, UGC and AICTE as the case may be. **It will be responsibility of the applicant to produce the proof of approval of his/ her degree/diploma from above mentioned authorities as the case may be.** The qualification should be completed before closing date of submission of application. Knowledge of Hindi or Sanskrit up to Matric Standard is required.
- 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 Government of India having specific tenure.
- Vide letter no 1/752/NHM/A4/2014/97391-429 dated 11.03.2014 O/o MD NHM Haryana, "There is no provision to allow private practice after duty times or on holidays to staff recruited under NHM"
- This office will not be responsible for any postal delay.
- For any query, please contact DPM Narnaul- 7015999068

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