

CONTRACTUAL APPOINTMENT



ZILLA SWASTHYA SAMITI, CUTTACK
OFFICE OF THE CHIEF DISTRICT MEDICAL &
PUBLIC HEALTH OFFICER, CUTTACK

No: 17210/DPMU/NHM /2021

Dates: 09/12/2021

Applications are invited from eligible candidates for following posts under National Health Mission, Cuttack on contractual basis for a term of 11 months. The above-mentioned positions are purely temporary & may vary as per approval/vacancy. Canvassing in any form will render the candidate disqualified for the position.

- a. STS under RNTCP (01)
- b. Case Registry Assistant under Mental Health Programme (01)
- c. Pharmacist (12) & ANM (05) for MHT under RBSK
- d. Public Health Manager (02)
- e. Pharmacist cum Logistic Assistant (01)
- f. Dental Technician (01)
- g. Counselor-cum-PRO-Mobile Blood Van (01)

Details on Qualification, eligibility criteria & upper age limit, experience, selection modalities, and application form can be downloaded from the district website www.cuttack.nic.in. The completely filled in application forms along with other document should reach the office of the Chief District Medical Officer, Cuttack (At- Old Secretariat Campus, Cantonment Road, Po- Buxi Bazar, Dist- Cuttack-753001) on or before 27.12.2021 till 5 PM through Speed Post/ Regd. Post only and the application should be Super-scribed with the name of the post applied for otherwise it will be rejected. The undersigned reserves the right to cancel any or all of the proposals without assigning any reason thereof.

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9.12.21
Chief District Medical & Public Health Officer
Cuttack



CONTRACTUAL APPOINTMENT
ZILLA SWASTHYA SAMITI, CUTTACK
OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER
CUTTACK



Advertisement No: 17210 /CDM&PHO, Cuttack Dates: 09/12/2021

Applications are invited from eligible candidates for filling up the following posts under National Health Mission, ZSS, Cuttack on contractual basis for a period of 11 months with monthly remuneration as noted against each and subject to renewal as per Society norms basing on the performance and subject to continuance of the programme. Performance Incentives & other benefits are also admissible for all posts as per norms applicable and orders issued there-under from time to time.

Sl. No	Name of Posts	No of Posts	Minimum Qualification
01	Senior Treatment Supervisor (STS) under RNTCP	01	Essential Qualification- <ul style="list-style-type: none">▪ Bachelor's Degree OR Recognized sanitary inspector's course.▪ Certificate course in computer operation (minimum 2 months).▪ Permanent two-wheeler driving license & should be able to drive two wheelers. Preference Qualification- <ul style="list-style-type: none">▪ Tuberculosis health visitor's recognized course.▪ Govt. recognized degree/diploma in social work or Medical Social work.▪ Successful completion of basic training course (Govt. recognized) for Multi Purpose Health Workers. Age Limit: S/he must have attained the age of 21 years and must not be above the age of 40 years on the date of 01.12.2021
02	Case Registry Assistant under NMHP	01	The candidate must have passed Bachelor Degree with minimum 50% marks in aggregate from a recognized University / institution with PGDCA / Diploma in Computer Application (01 Years duration) Upper Age Limit- Upto 35 years as on 01.12.2021.
03	Pharmacist for MHT under RBSK (Direct Recruitment through Written Competitive Examination)	Total Post-12 UR-01 (W-01) ST-07 (W-02) SC-04 (W-01)	Must have passed + 2 Science Examination under Council of Higher Secondary Education, Odisha/equivalent & Diploma in Pharmacy from Govt. Medical College & Hospitals of the State/ any other recognized Private Institution duly approved by A.I.C.T.E. and examination conducted by Odisha Pharmacy Board. Age Limit- 21 years to 32 years as on 01.12.2021 (As per ORV Act.
04	ANM for MHT under RBSK	Total Post-05 ST-04 SC-01	Have passed +2 in any stream under Council of Higher Secondary Education, Odisha or equivalent and passed Health Worker Female (Auxiliary Nurse Midwifery) Training Course conducted by the Odisha State Nursing and Midwives Board or passed out from INC (Indian Nursing Council) approved institution either Govt. or private and having Odisha Nursing & Midwives Council Registration. Age Limit- 21 years to 32 years as on 01.12.2021 (As per ORV Act) except ASHAs those who have completed 1 year in the health system in the state and below the age of 45 years. S/he shall be allowed to take part in the recruitment process if having the minimum qualification as required for the said post.

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05	Public Health Manager	02	<p>The candidate must have passed:</p> <p>i. Master Degree in Public Health or Post Graduate Diploma in Public Health (2 years course duration) OR</p> <p>ii. Master Degree in Business Administration or Post Graduate Diploma in Business Administration (2 years course duration) OR</p> <p>iii. Master Degree or Post Graduate Diploma in Health Care Management/ Hospital Management/ Health & Hospital Management (2 years course duration) OR</p> <p>iv. Master Degree in Social Work (2 years course duration)</p> <p>All the above qualification must be from any recognized/University/ Institutions with minimum 50% marks Upper Age Limit- Upto 45 years as on 01.12.2021.</p>
06	Pharmacist cum Logistic Assistant	01	<p>Degree/Diploma in Pharmacy with minimum 1 years of experience in managing a drug store in a reputed hospital/health centre recognized by Govt. Age Limit- 21 years to 40 years as on 01.12.2021.</p>
07	Dental Technician, DEIC	01	<p>The candidate must have passed Diploma in Dental Technology (at least 2 years of course duration) from recognized Institution/University. The Institution should be recognized by Dental Council of India. Age Limit- Up to 40 years as on 01.12.2021.</p>
08	Counselor-cum-PRO- Mobile Blood Van	01	<p>The candidate must have passed Bachelors Degree in Social Work or Psychology or Sociology or Human Development or Anthropology from recognized University/ institution with minimum 55% marks in aggregate. Experience:- S/he must have minimum 2 years of post qualification experience in health or social sector. Age Limit- Up to 40 years as on 01.12.2021.</p>
<p>The model application form and General terms of condition for such appointment may be downloaded from the District website i.e. www.cuttack.nic.in. The undersigned reserves the right to cancel any or all of the proposals without assigning any reason thereof.</p> <p>The panel for above positions shall also remain valid for similar post/s in other programmes under ZSS with same educational qualification and same remuneration, as will be decided by the Society</p> <p>Note: Out of the above vacancy reservation for Women, PWD, Ex- Serviceman & Sport Person & Age relaxation will be made as per Govt. Norm.</p>			

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Chief District Medical & Public Health Officer
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GENERAL INFORMATION AND INSTRUCTIONS

1. The above positions are purely temporary and co-terminus with the scheme. Canvassing in any form will render the candidate disqualified for the position.
2. Details of vacancy, eligibility, age, scheme of selection procedure etc. can be downloaded from the district website (www.cuttack.nic.in).
3. Undertaking or affidavit for non submission of any of the requisite documents as mentioned above and the prescribed application form as available in the district website i.e. www.cuttack.nic.in in subject to rejection of the candidature of the candidate.
4. Candidates are required to apply in prescribed format available in the website www.cuttack.nic.in and to submit along with a set of self attested copies of all certificates in support of age, qualification, experience, residence etc. Candidates are also required to submit two recent passport size color photographs, an ID proof (Voter ID/PAN/Driving License/Passport/Aadhar Card) and Caste & Residence certificate issued by the competent authority. No certificate will be accepted at later stage of recruitment, if fails to produce with the application.
5. Candidates, who are already working in Health Department or outside either on regular or on contractual basis, have to submit No Objection Certificate (NOC) from concerned employer.
6. The application should be Super-scribed with the name of the post applied for otherwise it will be rejected.
7. For all the post candidates must have passed Odia up to M.E Standard.
8. Candidates are required to visit website: - www.cuttack.nic.in at regular intervals for any notification, updates (objection invitation / different tests notices), results etc. relating to recruitment.
9. Candidates will be selected on the basis of selection process as applicable.
10. Incomplete application in any form will be summarily rejected.
11. 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.
12. All communication will be made through e-mail / district website.
13. The panel for above positions shall also remain valid for similar post/s in other programmes under ZSS with same educational qualification and same remuneration, as will be decided by the Society.
14. Number of vacancies / remunerations as mentioned under this advertisement may vary at the time of actual engagement.
15. The undersigned reserves the right to cancel any or all the applications / positions at any stage of recruitment process without assigning any reason thereof.
16. Age relaxation and additional weightage of marks for the applicants who are employees of the OSH&FW Society:-
 - a. To avail the benefit of age relaxation and weightage, employee, employees concerned should have completed at least three terms of contractual services (11 months each) under the OSH&FW Society.
 - b. The remarks recorded in PAR of the employees concerned must be "Outstanding" or "Very Good" for the preceding 03 (three) terms of contractual services under the OSH&FW Society.
 - c. The age relaxation for the applied post in respect of the employees of the OSH&FW Society shall be allowed @1 year for each contractual term of service in the Society up to a maximum of 10 years, over and above the maximum age

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limit prescribed in the Advertisement for the said post, subject to an age ceiling of 55 years.

- d. Employees of the OSH&FW Society who have cleared all the steps in the recruitment process upto the final level of selection shall be eligible for award of grace marks to the extent of 01 percentage of the total marks of examinations for each completed term of services upto a maximum of 10 percentage of the total marks which shall be added to the total marks secured by the said employee.

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Chief District Medical & Public Health Officer
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ELIGIBILITY & SELECTION GUIDELINE

1) Senior Treatment Supervisor (STS)

Vacancy- 01

Essential Qualification-

- Bachelor's Degree OR Recognized sanitary inspector's course.
- Certificate course in computer operation (minimum 2 months).
- Permanent two-wheeler driving license & should be able to drive two wheelers.

Preference Qualification-

- Tuberculosis health visitor's recognized course.
- Govt. recognized degree/diploma ins Social work or Medical Social work.
- Successful completion of basic training course (Govt. recognized) for Multi Purpose Health Workers.

Age Limit: S/he must have attained the age of 21 years and must not be above the age of 40 years on the date of 01.12.2021

Mode of Selection- All the Eligible applicants, fulfilling the eligibility criteria as per advertisement will be called for assessed as per career assessment (HSC-20%; CHSE-20% & Graduation-30%); Personal Interview (20%) & Computer Test (10%).

2) Case Registry Assistant

Vacancy- 01

Qualification- The candidate must have passed Bachelor Degree with minimum 50% marks in aggregate from a recognized University / institution with PGDCA / Diploma in Computer Application (01 Years duration)

Upper Age Limit- Upto 35 years as on 01.12.2021.

Selection Procedure- As per the decision of the committee all the Eligible applicants, fulfilling the eligibility criteria as per advertisement will be called for assessed as per career assessment (HSC-20%; CHSE-20% & Graduation-30%); Personal Interview (10%) & Computer Test (20%)

3) Pharmacist under RBSK

Vacancy- 12- UR-01 (W-01); ST-07 (W-02); SC-04 (W-1)

Qualification- Must have passed + 2 Science Examination under Council of Higher Secondary Education, Odisha/equivalent & Diploma in Pharmacy from Govt. Medical College & Hospitals of the State/ any other recognized Private Institution duly approved by A.I.C.T.E. and examination conducted by Odisha Pharmacy Board.

Mode of Selection- Direct Recruitment through Written Competitive Examination

Age Limit: S/he must have attained the age of 21 years and must not be above the age of 32 years on the date of 01.12.2021. The upper age will be relaxed up to 5 years in case of SC/ST/Women/SEBC and 10 years for physically handicapped candidates.

4) ANM under RBSK

Vacancy- 05(ST-04 SC-01)

Qualification- Have passed +2 in any stream under Council of Higher Secondary Education, Odisha or equivalent and passed Health Worker Female (Auxiliary Nurse Midwifery) Training Course conducted by the Odisha State Nursing and Midwives Board or passed out from INC (Indian Nursing Council) approved institution either Govt. or private and having Odisha Nursing & Midwives Council Registration.

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Mode of Selection-

- All candidates applied for the post(s) have to be shortlisted as per the prescribed eligibility criteria.
- All shortlisted candidates have to appear for written test.
- A merit list of candidates securing 50% & above marks in the written test shall be prepared. From the said merit list, candidates numbering five times that of vacancies in order of merit may be called for CBST Test.
- From amongst the candidates who shall qualify in the CBST test shall make it to the final merit list. However, the final merit list of candidates qualifying in Written Test & qualifying for CBST shall be made, adding the marks secured in written Exam & CBST Test.

Age Limit: She must have attained the age of 21 years and must not be above the age of 32 years on the date of 01.12.2021. The upper age will be relaxed up to 5 years in case of SC, ST & SEBC candidates and 10 years for Physically handicapped candidates except ASHAs those who have completed 1 year in the health system in the state and below the age of 45 years. S/he shall be allowed to take part in the recruitment process if having the minimum qualification as required for the said post.

5) Public Health Manager

Vacancy- 03

Qualification- The candidate must have passed:

- i. Master Degree in Public Health or Post Graduate Diploma in Public Health (2 years course duration)
OR
- ii. Master Degree in Business Administration or Post Graduate Diploma in Business Administration (2 years course duration)
OR
- iii. Master Degree or Post Graduate Diploma in Health Care Management/ Hospital
OR
- iv. Master Degree in Social Work (2 years course duration).

All the above qualification must be from any recognized/University/ Institutions with minimum 50% marks

Experience:- S/he must have 1 year post qualification experience in health programme management in disease surveillance/community mobilization / inter-sectoral collaboration/ IEC BCC activities/ quality control/ monitoring & evaluation. S/he should be acquainted with basic computer knowledge like Ms Office & internet.

Upper Age Limit- Upto 45 years as on 01.12.2021.

Selection Procedure: - (Written -60 Marks, Viva Voce-40 Marks)

All the eligible applicants, fulfilling the eligibility criteria as per the advertisement shall be called for Written Test. A list of candidates securing 50% or more marks in Written Test shall be called for Viva-voce. However, the final merit list shall be prepared by adding the marks secured in two stages i.e. Written Test and Viva-Voce marks. The candidates securing 50% and more marks in Final Panel Merit list shall be kept in the Panel with the validity of 01 year from the date of its approval.

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Note:-

- i. Consideration of weightage of secured equal marks by the candidates:
If two or more candidates secure equal marks, then the merit list shall be made on the basis of their date of birth as per 10th certificate- elder candidates shall be given first preference.
- ii. The total marks shall be up to 03 (three) digits format, for example – 45.567%
- iii. The panel merit list shall be valid for one year from the date of it's approval, to fill up future vacancies if any.

6) Pharmacist cum Logistic Assistant

Minimum Educational Qualification: The candidate must have passed in "Degree/Diploma in Pharmacy. Minimum 1 year of Experience in managing a drug store in a reputed hospital/health centre recognized by Govt.

Eligibility Criteria: In order to be eligible for direct recruitment to the post of Pharmacist-cum-Logistic Assistant a candidate shall have to satisfy the following conditions, namely;

- i. Nationality ; S/he must be citizen of India
- ii. Age Limit: S/he must have attained the age of 21 years and must not be above the age of 40 years on the date of 01.12.2021.

Process of finalization of Merit list:

Career Assessment:

The carrier assessment would be done for individual applicant using following criteria;

Sl No	Examination	Weightage
01	HSC (excluding 4 th optional) / equivalent	15%
02	+2 Science (excluding 4 th optional) / equivalent	15%
03	D.Pharma /B.Pharma	70%

7) Dental Technician, DEIC

Educational Qualification: The candidate must have passed Diploma in Dental Technology (at least 2 years of course duration) from recognized Institution/University. The Institution should be recognized be Dental Council of India.

Age Limit- Up to 40 years as on 01.12.2021.

Selection Procedure: -Career Assessment:

8) Counselor-cum-PRO – Mobile Blood Van

Educational Qualification: The candidate must have passed Bachelors Degree in Social Work or Psychology or Sociology or Human Development or Anthropology from recognized University/ institution with minimum 55% marks in aggregate.

Experience:- S/he must have minimum 2 years of post qualification experience in health or social sector.

Age Limit- Up to 40 years as on 01.12.2021.

Selection Procedure: - Written Test (MCQ)-60 Marks, Viva Voce test-40 Marks

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APPLICATION FORM
(Please fill in the block letter)

Post Applied for		Photograph				
1. First Name: _____ Last Name : _____						
2. Date of Birth:	3. Age as on 01.12.2021	4. District of Domicile:				
5. Sex:						
6. Please mention if SC/ ST/ OBC:	7. Whether Ex- Serviceman/ Physical handicapped/ Sports Man:-					
8. Present Contact Address with telephone no.:		9. Permanent Contact Address with telephone no.:				
10. Email Address:	11. Mobile No.:					
12. Languages spoken/written:						
13. academic & Professional Qualification Details:						
Exam Passed	Institute/Board & Location	Year	Marks			Full/Part Time/ Distance Learning
			Full Mark	Marks Secured	% of marks	
14. Employment Record:						
Total years of post qualification experience :						
Years of experience in the Development Sector / NGO :						
Years of experience in Government :						
15. Details of Employment: (Use separate sheets if required).						
Starting with your present employment, list in reverse order all the employments you have had.						

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15 A. Current Employment:		
From Month / Year	To Month / Year	Designation
Location of Employment:		
Description of your duties:		
15 B. Previous Employment:		
From Month / Year	To Month / Year	Designation
Location of Employment:		
Description of your duties:		

DECLARATION BY THE CANDIDATE:

I hereby declare that all the information furnished above are correct to the best of my knowledge and belief and that, if any stage, it is found that any of the above materials is false/ incorrect or is suppressed by me, my candidature/appointment is liable to be rejected/ terminated. I also declare that I have never been disengaged from service previously on administrative ground such as disobedience/poor performances/misbehavior/criminal activity etc.

Further, I undertake that I shall produce all original certificates/ documents in support of the above information at the time of interview/ certificate verification.

Date:

Place:

Full Signature of the Applicants

Documents to be attached : Candidates are required to attach the following documents

along with the application form

1. Two copies of passport size colour attested photograph to be submitted along with the application.
2. The following documents are to be enclosed along with the application:
 - a) Attested Copy of HSC / Equivalent examination certificate and Mark sheet. (Proof of Age)
 - b) Attested photo copies of all mark sheets & certificates in proof of the claim made by the candidate relating to his educational qualification.
 - c) Attested Copy of Cast Certificate for SC/ ST/ SEBC candidates from the competent authority,
 - d) Attested Copy of handicapped certificate, Ex-Serviceman Certificate, Sports Person Certificate etc. If any
 - e) Valid & updated Registration No for the concerned position
 - f) Other documents if any related to this recruitment.

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