



**ZILLA SWASTHYA SAMITI,
SUNDARGARH**
DISTRICT PROGRAMME MANAGEMENT UNIT, NHM
O/o- CDM & PHO, SUNDARGARH, DIST- SUNDARGARH



No. 3106

ADVERTISEMENT

Date: 19/07/2022

Applications are invited from eligible candidate for filling up of the following contractual positions under Zilla Swasthya Samiti, Sundargarh. All the positions are purely temporary in nature, subject to renewal and co-terminus with the scheme as per the terms & conditions of OSH & FW Society. Lower age limit for all the positions is 21 Years as on 01.07.2022

| Sl.No. | Name of the post | Vacancy | Remuneration & Performance Incentive (P.I) | Remarks |
|--------|--|---------|--|---|
| 1 | District Programme Coordinator (DPC), NTEP | 1 No. | Rs.30,018 + Performance Incentive | Applications are invited through Regd. Post / Speed Post only on or before 05/08/2022 up to 5.00 pm |
| 2 | Senior Treatment Supervisor (STS), NTEP | 2 Nos. | Rs.21,174 + Performance Incentive | |

The interested eligible candidates for the above said posts are required to submit application in the prescribed format along with copy of self-attested photocopies of required testimonials to the **Office of the CDM & PHO, Sundargarh, District Headquarter Hospital, Sundargarh, Pin Code -770001** on or before dtd. 05/08/2022 up to 05.00 P.M through registered post/speed post only and the application must be superscribed with the name of the post applied for. The details eligibility criteria, remuneration & application form can be downloaded from the official website of Sundargarh District i.e. www.sundargarh.nic.in Incomplete application in any form and application received after the due date will summarily be rejected. The undersigned reserves the right to cancel any or all the applications without assigning any reason thereof. The vacancy as mentioned may vary during the time of actual engagement.

Sd/-
Chief District Medical & PHO cum
District Mission Director, NHM, Sundargarh

ELIGIBILITY CRITERIA FOR THE POST OF
DISTRICT PROGRAMME COORDINATOR (DPC)
NATIONAL TUBERCULOSIS ERADICATION PROGRAMME

Qualification: Candidate must have passed two years course in any of the following subjects with minimum 55 % marks in aggregate from a recognized university / Institution.

- Master Degree in Social Work / Health Management / Health Administration.
- 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.

The candidate also must have passed PGDCA/ DCA/Odisha State Certificate in Information Technology (OS-CIT) course of Odisha Knowledge Corporation Limited (minimum 6 months course duration) or any equivalent courses from a recognized institute from recognised Institute.

Experience: S/he also must have minimum two years post qualification experience in health / Social Sector.

Upper age Limit: Upto 40 Years

Selection Procedure:-

- Written Test (MCQ) -60 Mark
- Viva –Voice- 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% and more marks in Written Test shall be prepared. From amongst the said list, 10 times of number of vacancies from the top of the merit list of written Test shall be called for Viva-voce Test.

However, the final merit list of the candidates shall be prepared by adding the marks secured in both the stages i.e. written Test and Viva- Voce.



ELIGIBILITY CRITERIA FOR THE POST
OF SENIOR TREATMENT SUPERVISOR (STS)
NATIONAL TUBERCULOSIS ERADICATION PROGRAMME

Qualification: The candidate must have passed Bachelor's Degree or recognized Sanitary Inspectors course with minimum 50% marks in aggregate from a recognized University / Institution.

The candidate also must have passed PGDCA/ DCA/Odisha State Certificate in Information Technology (OS-CIT) course of Odisha Knowledge Corporation Limited (minimum 6 months course duration) or any equivalent courses from a recognized institute from recognised Institute.

Experience: S/he also must have minimum one year of post qualification experience in health / Social Sector.


Upper age Limit: Upto 40 Years

Selection Procedure:-

- Mark Assessment (Graduation /Recognized Sanitary Inspectors Course) : 40 mark
- Computer Test- 40 marks
- Viva –Voice- 20 marks

A list of candidates shall be prepared on the basis of marks secured in Graduation or Recognized Sanitary Inspector's course. From amongst the said list, 10 times of number of vacancies from the top of the said list shall be called for Viva-voce Test & Computer Test.

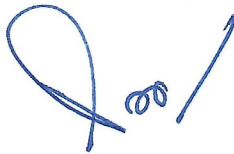
However, the final merit list of the candidates shall be prepared by adding the marks secured in Mark Assessment, Viva-Voce & Computer Test.



N.B.:-

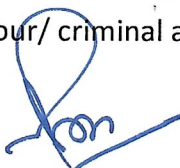
Age Relaxation and Additional Weightage of Marks applicable for the eligible applicants who are employees of the OSH&FW Society.

- a) To avail the benefit of age relaxation and weightage, employee 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 employee 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 employee of the OSH&FW Society shall be allowed @ 1 year for each contractual term of service in the Society upto a maximum of 10 years, over and above the maximum age limit prescribed in the Advertisement for the said post, subject to an upper age ceiling of 55 years.
- d) Candidate who is an employee of the OSH&FW Society and has 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 in the Society upto a maximum of 10 percentage of the total marks which shall be added to the total marks secured by the said employee.
- e) All the above provisions shall also be applicable for only one member of the family of a deceased employee of the OSH&FW Society, if eligible, as would have been applicable to the employee concerned.

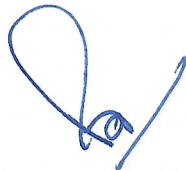


GENERAL INFORMATION AND INSTRUCTION

- 1) Candidates are required to apply in prescribed format duly signed by the candidate, available in the official website www.sundargarh.nic.in and to submit a set of self-attested photocopies of all the certificates / testimonials in support of age, qualification and experience. Candidates are also required to submit two recent passport size colour photographs and self-photo ID proof (Voter ID card / PAN card / Driving License / Adhar card / Passport).
- 2) 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. The experience certificate of the Employer/s must clearly specify the period of incumbency, name of the post and nature of responsibility.
- 3) Candidates applying for more than one number of posts should apply separately.
- 4) Candidates, who are already working in Health Department either on regular or on contractual basis, have to submit **No Objection Certificate** from concerned employer (appointing authority) at the time of submission of application. NOC issued by any other authority other than appointing authority shall not be accepted. NOC must be specific for the post, S/He applying and must be issued subsequent to issue of the advertisement.
- 5) 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 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.
- 6) The applications received for all the posts will be scrutinized and the database will be uploaded in the official website for inviting objections. Candidates are required to visit official website:-www.sundargarh.nic.in at regular intervals for any notification, updates (objection invitation / different tests notices), results etc. relating to recruitment.
- 7) Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the selection process.
- 8) 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 ZSS, Sundargarh Society on administrative ground such as disobedience / poor performances/ misbehaviour/ criminal activity etc. Shall not be eligible.



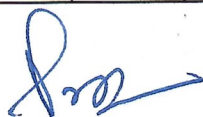
- 9) Over aged, under qualification and short of requisite percentage of marks/qualifications shall be rejected.
- 10) If a candidate is selected for more than one post for all categories viz. NHM, he / she has to submit option as per the choice of the post and to forgo other post at the end of the selection session after such selections are over. Accordingly an undertaking has to be given by the candidate.
- 11) The above positions are purely temporary and co-terminus with the scheme.
- 12) No personal correspondence / queries will be entertained. Canvassing in any form will be liable for disqualification. All communication will be made through official website / Notice Board. This office will not be held responsible for any postal delay. No application will be entertained after due date.
- 13) 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.
- 14) Incomplete application in any form will be rejected. Non submission of certificate/documents along with the application shall be liable for rejection.
- 15) Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- 16) The undersigned reserves the right to cancel any or all the applications / positions at any stage of recruitment process without assigning any reason thereof.



Sd/-
Chief District Medical & PHO cum
District Mission Director
NHM, Sundargarh

APPLICATION FORM

| Advertisement No. | | | PHOTOGRAPH | | | |
|---|--------------------------------|-------------------------------|--|---------------|------------|-----------------------------------|
| Name of the Post | | | | | | |
| | | Identity Proof No. | | | | |
| 1. First Name: | | Last Name: | | | | |
| 2. Date of Birth: | 3. Age as on 01/07/2022 | 4. District of Domicile: | 5. Sex: | | | |
| 6. Please mention if SC/ ST/ OBC/UR: | | | | | | |
| 7. Present Contact Address: | | 8. Permanent Contact Address: | | | | |
| 9. Email Address: | | 10. Mobile No.: | | | | |
| 11. Languages spoken/written: | | | | | | |
| 12. Education: High school onwards, please list all your qualifications | | | | | | |
| Exam Passed | Name of the Board / University | Year of Passing | Marks (excluding 4 th optional) | | | Full/Part Time/ Distance Learning |
| | | | Full Mark | Marks Secured | % of marks | |
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| 13. Employment Record: | | |
| Total years of post qualification experience : | | |
| Years of experience in OHS& FW Society : | | |
| 14. Details of Employment: (Use separate sheets if required). | | |
| Starting with your present employment list in reverse order all the employments, you have had. | | |
| 15 A. Current Employments: | | |
| From Month / Year | To Month / Year | Designation |
| | | |
| Location of Employment: | | |
| Description of duties: | | |
| 15B. Previous Employment: | | |
| From Month / Year | To Month / Year | Designation |
| | | |
| Location of Employment: | | |

Law

Description of duties:

PAR Details Format (Only for employees working under OSH&FW Society):

Name of the Employee:

Present Designation:

Remarks in PAR of Preceding Three
Terms of Contractual Service.

Reporting Period

Remarks in the PAR

16. **Enclosure (pl. specify the list of the enclosure)**

| <u>Sl.No</u> | <u>Documents Submitted</u> | <u>Page No</u> |
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Declaration: I hereby declare that all the information furnished above are correct to the best of my knowledge

Date:

Signature of the Applicant

