

Government of West Bengal
Office of the Chief Medical Officer of Health
5 D. L. Roy Road, Krishnanagar, Nadia

Telephone: (03472) 252306

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Memo No.CMOH-Nad/5348

Dated. Krishnanagar the 12/07/17

Recruitment Notice

Applications are invited from eligible candidates for engagement on purely contractual basis. The application with relevant documents must reach this office i.e. Office of The **Chief Medical Officer of Health, Nadia & Secretary, District Health & Family Welfare Samity, 5, D. L. Roy Road, PO- Krishnanagar, District- Nadia, Pin- 741101** as per prescribed format only along with the following self attested documents in an envelope mentioning "**Application for the Post of _____**" before 5 pm on 28/07/2017 by Registered Post / Speed Post/Courier only. Authority will not be liable for any postal delay.

Panel for all posts will be valid for next one year from the date of finalization of panel.

General instructions for application of all posts

- 1) The contract, if engaged, will be valid up to 31.03.18 and may be renewed further based on satisfactory performance.
- 2) Birth Certificate/Admit Card or Certificate of Madhyamik or equivalent examination mentioning date of Birth.
- 3) Caste Certificate issued from the concerned authority (In Case of SC/ST/OBC A/OBC B).
- 4) Compulsory Mark sheet & Certificates of Secondary, Higher Secondary, Graduation, MBBS or equivalent, Post Graduation & Technical knowledge from the appropriate authority.
- 5) Experience Certificate clearly mentioning days, months & years of Experience as on 01.06.2017 in relevant post only.
- 6) Demand Draft of Rs.100/- (Rupees One Hundred only) for General Category & Rs.50/- (Rupees Fifty only) for SC, ST, OBC & other reserved categories in favour of **the Secretary, District Health & Family Welfare Samity Nadia, payable at Krishnanagar, Nadia**. Use of stapler pin or stitching in case of demand draft will not be allowed.
- 7) Photocopy of all supportive documents should be clearly visible & self attested.
- 8) Age relaxation for reserved candidates will be applicable as per Government norms. **Calculation of age should be as on 01/06/2017.**
- 9) Envelop should be superscripted with "Application for the post of _____"
- 10) One envelope must not contain more than one application.
- 11) No TA & DA will be admissible for attending recruitment process.
- 12) Application received after due date & time will not be considered.
- 13) All communication will be available only at www.swasthyakathanadia.org and/or www.nadia.nic.in and/or www.wbhealth.gov.in time to time.
- 14) Candidates not full filling the above mentioned criteria may be liable to cancellation of their candidature.


12/07/17

Details of Posts

- 1. Name of the Post** : **Lady Counsellor (Anwasha Clinic)**
Number of vacancy : 01 [SC]
Essential Qualification : Graduate in Psychology / Social Work / Sociology / Anthropology / Human Development
Desirable Qualification : Post Graduate in (M.A / M.Sc) in Psychology / Social Work / Sociology / Anthropology / Human Development
Upper age limit : 40 years
Remuneration : 13, 560/- per month (consolidated)
- 2. Name of the Post** : **District Consultant (Quality Assurance)**
Number of vacancy : 01[Unreserved]
Essential Qualification : MBBS/ Dental/ AYUSH/ Nursing graduate and with masters in Hospital administration/ Health Management (MHA-Full time or equivalent) applicable for all Candidates with 2 years experience in Public Health/ Hospital administration, Training and experience of implementing a recognized quality system like NABH/ ISO 9001:2008/ Six Sigma/ Lean/ Kaizen would be preferred. Previous work experience in the field of health quality would be added advantage.
Upper age limit : 40 years
Remuneration : Rs.40, 000/- per month (consolidated)
- 3. Name of post** : **Block Accounts Manager (BAM)**
Number of vacancy : 1 [SC]
Essential Qualification : Minimum Bachelors degree in Commerce from any reputed university with advanced knowledge of Computer - especially in MS-Excel, MS-Word, MS-PowerPoint & Tally ERP-9.
Having work experience at least 3 years in related field.
Preference would be given to candidates residing in the blocks.
Upper age Limit : 40 years
Remuneration : Rs.16, 860/- (Monthly Consolidated)



APPLICATION FORMAT

Paste one
recent colour
photograph

Application for the Post of "....."

Application against Advertisement No..... Date.....

1. Name of the Applicant :
2. Guardian's Name :
3. Permanent Address : Vill :
: Post :
: P.S. :
: Dist. :
: Pin :
4. Date of Birth :(Year)(Month)(Day)
5. Upper age limit as on :(Year)(Month)(Day)
6. Sex : Male / Female
7. Caste Status : General / SC / ST / OBC-A / OBC-B
8. Mobile Number :
9. Email ID :
10. Qualification :

Sl. No.	Educational Qualification	Year of Passing	Total Marks	Marks Obtained	Additional Marks	% of Marks
A	Secondary					
B	Higher Secondary					
C	Graduation (BA/B. Sc/B. Com/BCA)					
D	Post-Graduation					
E	MBBS/Dental/ AYUSH/ Nursing					
Technical Qualification						
F	Computer Degree / Diploma					
G	Diploma in Medical Laboratory Technician (DMLT)/ BLMT					
H	Other if any					

11. Draft Number : Issuing Bank Name:
Draft Amount : Date of Issue:
- 12 Year of Experience: (No. of Years) In Govt. / PSU & Pvt. :
- 13 Having Driving License (Yes/No) Date of Issue :
License No : Type of License :

NB: Serial No. 1 to 12 are mandatory. & fill up only in Capital Letter

Declaration:

I do hereby declare that particulars furnished above are correct to the best of my knowledge. I must produce all relevant documents (Original or Photocopies attested by the self attestation only), whenever needed by the Authority. In case, in any time, if any of the above information / particulars are found to be incorrect, my candidature will be liable to cancel by the Authority and I shall be penalized for such action.

Attachment (Please✓)

01. Birth Certificate/Admit Card or Certificate.
02. Caste Certificate.
03. Certificate of Exempted Category.
04. Certificate of Disability.
05. Mark sheet & Certificates of Secondary.
06. Mark sheet & Certificates of Higher Secondary
07. Mark sheet & Certificates of Graduation
08. Mark sheet & Certificates of Post Graduation
09. Mark sheet & Certificates of Technical knowledge
10. Mark sheet & Certificates of MBBS
11. Experience Certificate.
12. Demand Draft.
13. Driving Licence.

Date :
Place :

Signature of Candidate

Page-04/04

[Handwritten Signature]