

District Health & Family Welfare Samiti, Diamond Harbour Health District

(Registered under West Bengal Act XXVI of 1961 No 5/M/1324 of 2014-15)

Office of the Chief Medical Officer of Health

Diamond Harbour Health District Diamond Harbour South 24 Parganas Pin 743331

Phone: 03174-256310 Fax: 03174-256311 e-mail id cmohdhd@gmail.com

Memo No. CMOH/DH&FWS/ 2251

Date: 23.05.2018

Recruitment Notice

Applications are hereby invited from eligible candidates to be recruited for various contractual posts under different programme at Diamond Harbour Health District as per Terms of Reference provided in details on the Departmental Website www.wbhealth.gov.in and with Employment Bank, Government of West Bengal www.employmentbankwb.gov.in attached with this notice herewith.

(As per Memo No. SHFWS/ESTD-669/2013/Part-1/9136(26) dt. 28.03.2018

Applications will be received online through the website www.wbhealth.gov.in from 26.05.2018 11.00 AM to 07.06.2018 5.00 PM.

Applicants during applying online must have scanned Passport Photograph, Scanned Signature and Draft Details with them to complete the online application.

Posts against which recruitment will be done are mentioned below:

- 1) Senior Tuberculosis Laboratory Supervisor (STLS)-02 (Two)
- 2) Senior Treatment Supervisor (STS)- 06 (Six)
- 3) Dental Assistant (DA)- 01 (One)
- 4) District Finance & Logistics Officer (FLO)- 01 (One)
- 5) Laboratory Technician (LT)- 01 (One)
- 6) Staff Nurse under RCH (CH)- 02 (Two)
- 7) District Consultant (Quality Assurance)- 01 (One)
- 8) District Consultant, Public Health (Quality Assurance) - 01 (One)
- 9) District Consultant, Quality Monitor (Quality Assurance) - 01 (One)
- 10) Programme cum Administrative Assistant (Quality Assurance) - 01 (One)
- 11) GNM under Thalassaemia Control Programme-01 (One)
- 12) Counsellor under RCH (AH)- 01 (One)
- 13) Medical Officer (AH)- 02 (Two)
- 14) Staff Nurse under NUHM Programme- 02 (Two)
- 15) ICTC Lab Technician under West Bengal State Aids Prevention & Control Programme -01 (One)

TERMS OF REFERENCE FOR RECRUITMENT

Designation	No of Posts & Remuneration	Age Essential Criteria	Criteria & qualifications required as per TOR
1.Senior Tuberculosis Laboratory Supervisor (STLS) Kulpi TU-01 Rudranagar TU- 01	Rs. 17,720/- Per Month or as per CTD Guideline Posts- 2 (UR- 1, SC-1)	Age Limit up 22-40 Years. On Date of publication of Advertisement in Newspaper. Age Relaxation for SC/ST/OBC	Essential Qualification: a) Graduate b) Diploma in Medical Laboratory Technology OR equivalent from a Govt. recognized institution c) Permanent two wheeler driving license & should be able to drive two wheeler. d) Certificate course in Computer operations (minimum two months).

<p>(As per Govt. order No. HTB/Recr.-35/2013/Part-I/645 dt- 14.05.15)</p>		<p>candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force</p>	<p>Preferential qualification : Minimum one year experience in RNTCP.</p> <p>Note: Only regular mode of education will be granted</p>
<p>2. Senior Treatment Supervisor (STS)</p> <p>Falta TU-01 (SC) Diamond Harbour TU- 01 (UR) Kulpi TU-01 (UR) Mathurapur-1 TU-01 (ST) Mathurapur-II TU-01 (UR) Dwariknagar TU-01 (OBC-A)</p> <p>(Roster Point has been made from Northern point to Southern Point wise)</p>	<p>Rs. 17,720/- Per Month or as per CTD Guideline</p> <p>Posts- 06 (UR-03, SC-1,OBC-A-01,ST-01</p>	<p>Minimum Age limit 22yrs and Maximum age limit 40 yrs. On Date of publication of Advertisement in Newspaper. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force</p>	<p>Essential Qualification/ Requirements-</p> <p>i) Bachelor's Degree OR Recognized sanitary inspector's course ii) Certificate course in computer operation (minimum 2 months) iii) Permanent two wheeler driving license and should be able to drive two wheeler.</p> <p>Preferential Qualification: i) Tuberculosis health visitor's recognized course. ii) Govt. Recognized degree/diploma in Social work or Medical Social work. iii) Successful completion of basic training course (Govt. Recognized) for Multipurpose health workers.</p> <p>Note: Only regular mode of education will be granted.</p>
<p>Note: Applicants should have atleast 50% marks in all requisite qualification. Marks on academic carrer are to be allotted from Madhyamik and onwards to requisite qualifications. During calculation, marks of additional subject can not be considered. No work during any course/study can be considered as experience. It will only be applicable for the above mentioned posts.</p>			
<p>3. Dental Assistant under National Oral Health Programme</p> <p>(At Diamond Harbour District Hospital)</p> <p>As per Order no. HFW/NHM-</p>	<p>Rs. 8000/- per month</p> <p>Post-1 (UR)</p>	<p>Upper Age limit 40 years and Lower age limit 22 Years as on the date of publication of Advertisement. Age Relaxation for SC/ST/OBC candidates as per Government</p>	<p>Educational Qualification/ Requirements- Matriculation from recognized Board</p> <p>Working Experience- Experience in a Dental College/Clinic-</p> <p>Essential Experience: 01 yr. Desirable Experience : 02 yrs. & above.</p> <p>Responsibilities:-</p> <p>a) Maintain a sterile and neat working</p>

<p>521/2015/2355 dated 14-10-2017 of Health & FW Department</p>		<p>rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force.</p>	<p>environment according to current infection control procedure.</p> <p>b) Stop operatories and maintain clinical supply inventory.</p> <p>c) Maintain record of the patients and schedule appointments.</p> <p>Note: Only regular mode of education will be granted.</p>
<p>4. District Finance & Logistics Officer (FLO) Under NPCDCS Programme at District NCD Cell</p> <p>(As per order No. HFW/NHM- 521/2015/2355 dt. 14.10.17 of Mission Director Health &FW)</p>	<p>Rs. 22,700/- P.M Consolidated Post-1 (UR)</p>	<p>Upper Age limit 40 years as on the date of publication of advertisement. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force</p>	<p>Essential Qualification: Inter CA/Inter ICWA/M.Com or MBA (Finance/Material Management) with knowledge of Computer.</p> <p>Desirable Qualification:</p> <p>A) At least 3 years experience for accounting including analysis Financial Reporting, Budgeting, Financial Software & Reporting System</p> <p>B) Experience of working in Health Care Financing/National Health Account.</p> <p>Note: Only regular mode of education will be granted.</p>
<p>5. Laboratory Technician at District NCD Clinic under NPCDCS Programme</p>	<p>Pay Scale- Rs. 18000-20000/- P.M Post-01 (UR- 01)</p>	<p>Upper Age limit 40 years as on date of publication of notice for recruitment. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall</p>	<p>Essential Qualification:</p> <p>a. 10+2 b. DMLT</p> <p>Experience:</p> <p>a. Working experience in a large hospital with minimum two year's experience. b. Basic knowledge of computer like word processing and Data Processing.</p> <p>Job requirements/responsibilities:</p> <p>a. <u>To perform all haematology and bio- chemical investigations at the district hospital level</u></p> <p>b. <u>Any other job assigned.</u></p> <p>Note: Only regular mode of education will be granted.</p>

		apply as long as the same remains in force	
6. Staff Nurse-NRC (Only for Female Candidate) Kakdwip SDH	Rs. 17220/- PM Consolidated Remuneration Post-02 (UR-01, SC-01)	Age limit: (as on 01.01.2016): Not exceeding 40 years and not less than 21 years (relaxation in age will be given for SC/ST/OBC candidates as per extant rule and order in this regard)	Essential Qualification: 1) The candidate should have completed B.SC nursing course/GNM training course from any recognized institution. The candidate should be able to read,write and speak in Bengali or Nepali for Darjeeling District. The candidate must be the permanent resident of the district. <u>Note: Only regular mode of education will be granted.</u>
7. District Consultant Under Quality Assurance Programme AT CMOH Office, Diamond Harbour Health District (Memo No. HHM/1H-105-2014/Pt-I/126 dt. 29.03.2018)	Rs. 40000/- PM Contractual Remuneration Post-01 (UR-01)	Upper Age limit 40 years as on date of publication of notice for recruitment. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force	Selection Criteria: 1. MBBS/DENTAL/AYUSH/NURSING GRADUATE WITH 2. Masters in Hospital Administration/Health Management (MHA-Full time or equivalent) WITH 3. 2 Years experience in Public Health/Hospital Administration. A. Training and experience of implementing a recognised quality system like NABH/ISO9001:2008/Six Sigma/Lean/Kaizen would be preferred. B. Previous work experience in the field of health quality would be an added advantage. <u>Note: Only regular mode of education will be granted.</u>
8. District Consultant Public Health under Quality Assurance Programme AT CMOH Office, Diamond Harbour Health District (Memo No. HHM/1H-105-2014/Pt-I/126 dt. 29.03.2018)	Rs. 40000/- PM Contractual Remuneration Post-01 (UR-01)	Upper Age limit 40 years as on date of publication of notice for recruitment. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services	Selection Criteria: 1. MBBS/DENTAL/AYUSH/NURSING GRADUATE WITH 2. Degree/Diploma in Health Management WITH 3. 2 (Two) Years relevant work experience. A. Training in health quality like NABH/ISO9001:2008/Six Sigma/Lean/Kaizen by a reputed organization will be preferable.

		(Raising Age limit) Rules 1981 shall apply as long as the same remains in force	<u>Note: Only regular mode of education will be granted.</u>
<p>9. District Consultant Quality Monitoring under Quality Assurance Programme AT CMOH Office, Diamond Harbour Health District.</p> <p>(Memo No. HHM/1H-105-2014/Pt-I/126 dt. 29.03.2018)</p>	<p>Rs. 30000/- PM Contractual Remuneration</p> <p>Post-01 (UR-01)</p>	<p>Upper Age limit 40 years as on date of publication of notice for recruitment. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force</p>	<p><u>Selection Criteria:</u></p> <ol style="list-style-type: none"> 1. Degree in Statistics with good academic record from a reputed university. 2. Specialization in Biostatistics would be an added advantage. 3. Previous work experience of Health/hospital would be preferred. <p><u>Note: Only regular mode of education will be granted.</u></p>
<p>10. Programme cum Administrative Assistant (DQAU) under Quality Assurance Programme</p> <p>AT CMOH Office, Diamond Harbour Health District.</p> <p>(Memo No. HHM/1H-105-2014/Pt-I/126 dt. 29.03.2018)</p>	<p>Rs. 12000/- PM Contractual Remuneration</p> <p>Post-01 (UR-01)</p>	<p>Upper Age limit 40 years as on date of publication of notice for recruitment. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services</p>	<p><u>Selection Criteria:</u></p> <ol style="list-style-type: none"> 1. Recognised Graduate Degree with fluency in MSOffice package with One – year experience of managing office and providing support to Health Programme/NHM. Knowledge of Accountancy would be an added advantage. 2. Candidates having drafting skills would be preferred. <p><u>Note: Only regular mode of education will be granted.</u></p>

		(Raising Age limit) Rules 1981 shall apply as long as the same remains in force	
11. General Nurse Midwife under State Thalassaemia Control Programme All posts at Diamond Harbour TCU	Rs. 16,860/- + Rs. 300/- Washing Allowance per month Post- 01 (SC-01)	Age required- 22-40 Yrs. On Date of publication of Advertisement in Newspaper. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force	Minimum Qualification required- Completed GNM course recognised by Indian Nursing Council (INC) Desirable: Experience in working with Thalassaemia Patients and their families <u>Note: Only regular mode of education will be granted.</u>
12. Medical Officer- AFHC (Adolescent Health) (At Diamond Harbour District Hospital and Kakdwip SDH)	Rs. 40,000/- PM Post-02 (UR-01, SC-01)	Age (As on 31.03.2018) upto 45 Years. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force	<u>Essential Qualification:-</u> MBBS Doctor (Registered under Medical Council of India/WBMC), Preference will be given for Post Graduate Diploma/Degree in G&O or Paediatrics and similar experience. <u>Note: Only regular mode of education will be granted.</u>
13. Lady Counsellor (AFHC/Anwasha Clinic) At Mograhat-II Block	Rs. 13560/- PM Post-01 (UR)	Age (As on 31.03.2018) upto 40 Years. Age Relaxation	<u>Essential Qualification:-</u> Graduate in Psychology/Social Work/Sociology/Anthropology/Human

		for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall apply as long as the same remains in force	Development. Desirable Qualification: i) Post Graduate (M.A/M.SC.) in Psychology/Social-Work/Sociology/Anthropology/Human Development. ii) Conversant in MS-Office Experience: Weight age for experience (Government Sector only) in related field upto 5 years. Note: Only regular mode of education will be granted.
14. Staff Nurse AT Diamond Harbour Municipality under NUHM Programme (Memo No.- HFW/NUHM-1236/2017/1222 dt. 11.07.2017)	Rs. 17220/- PM Consolidated Remuneration Post-02 (UR-01, SC-01)	Maximum age (Years) at the time of engagement:64 years	Eligibility Criteria: 1) GNM from an institute recognised by the Indian Nursing Council. 2) Candidate should have proficiency in local language. Note: Only regular mode of education will be granted.
15. ICTC Lab Technician under West Bengal State Aids Prevention & Control Programme Dwarkanagar RH-1 (As per Govt. Order No. ACS/IM-44-08/Pt.-I/1903 dt.-20.02.2017)	Rs. 13,000/- per month Posts- 01 (ST-01)	Minimum Age limit 18 yrs and Maximum age limit 40 yrs. On Date of publication of Advertisement in Newspaper. Age Relaxation for SC/ST/OBC candidates as per Government rules or orders time to time in force. Provision of the West Bengal Services (Raising Age limit) Rules 1981 shall	Essential Qualification & Experience : Graduate in Medical Laboratory Technology (B.SC.) with minimum 1 year experience after graduation. OR Diploma in Medical Laboratory Technology (DMLT) with minimum 2 yrs. Experience after diploma. Other expertise required: Working knowledge of computers. Note: Only regular mode of education will be granted.

		apply as long as the same remains in force	
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On the basis of Online application data, a provisional list for original testimonial verification will be prepared. A notice for original testimonial verification along with the provisional list will be published in the above mentioned web-site.

After Original testimonial verification, only shortlisted candidates will be called for Practical Computer Test, Written Test and Interview.

General Information for the Applicants/ Candidates

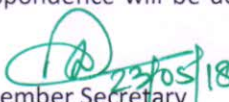
- 1) Only online Applications will be accepted. Application forms not properly filled in or incomplete Application forms are liable to be cancelled. If the Online Application details submitted by the applicant differ with the original testimonials that application shall be liable to be cancelled.
- 2) If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
- 3) The Essential qualification mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. **All the essential qualification must be completed within the last date of online application.**
- 4) Experience will be calculated after obtaining the required qualification for the above mentioned position, **till the last date of online application.**
- 5) Caste Certificate issued **before the last date of online application**, by the competent authorities of West Bengal only will be accepted.
- 6) Hard Copy/print copy of the online registration form (printed within the last date of on-line application), should be retained by all applicants for document verification purpose. Without

- registration form, no candidates will be entertained for original testimonials verification by the authority.
- 7) On-line registration No. should be retained by all applicants for future reference. Employer is not liable to give any information regarding the On-line registration no. In future.
 - 8) No rounding off of marks will be granted. Proportionate marking upto 2 decimal points will be considered.
 - 9) Extended vacancies for any post may be filled up from existing panel in future. No records will be available after one year from the date of Advt.
 - 10) **Application fees of Rs. 100 for Un-Reserved Category and Rs. 50 for Reserved Categories in the form of Demand Draft** to be issued from any Nationalised Bank after the date of publication of Advertisement is to be paid in favour of “ Member Secretary DH&FWS Diamond Harbour Health District” payable at Service Branch, Kolkata. **The Draft should be enclosed along with the hard copy/print copy of the filled up On-line application form of the candidate after self attestation with date and with photocopy of all relevant documents with self attested.** The above all must be sent to the address as mentioned below within **08th June, 2018 at 5 PM** by post preferably by speed post or registered post. Use of Stapler pin or stitching in case of demand draft, is not allowed.

Address for sending draft (with all relevant documents): **the office of the CMOH, Diamond Harbour Health District, P.O&P.S- Diamond Harbour, Pin-743331**

- 11) Applicant must mention their On-line registration No, Name of the Position, Date of Birth, Name, Guardian's Name and caste category on the back of the Draft and In front of the envelope. **No application will be accepted without submission of the required demand Draft.** The amount taken as application fees in the form of Demand Draft will not be refunded.
- 12) The decision of the competent Authorities regarding the engagement is final.
- 13) Appointment will be purely contractual in nature for a period not exceeding eleven months and further extension at the end of the term subject to satisfactory performance. Service is terminable from either side with one month's notice. After selection the candidate has to join within seven days after execution of an agreement as per prescribed proforma with the CMOH, Diamond Harbour Health District.
- 14) Any undue canvassing in favour of the candidates may lead to cancellation of candidature. Panel selection will be kept for one year only.
- 15) Relevant Government orders issued by appropriate authorities for Terms of Reference for selection will be considered as final in respect to any dispute arising herein.

Applicants are requested to visit www.wbhealth.gov.in at the URL “Recruitment” regularly for information/instruction issued from time to time. No other correspondence will be done from this end.



Member Secretary

Committee for Selection of Contractual Employees
Diamond Harbour Health District

Memo No. CMOH/DH&FWS/ 2251/1(31)
Copy Forwarded for Information-

Date: 23.05.2018

- 1) The Chairman, Janab Giyasuddin Molhah, District Level Selection Committee, Diamond Harbour Health District & Hon'ble Minister of State, Minority Affairs and Madrasah Education
- 2) Director of Health Services, Govt. Of West Bengal, Swasthya Bhawan, Salt lake, Kol-91, for information
- 3) Mission Director & Commissioner HF&W Samity, NHM, Govt. of W.B, Swasthya Bhawan, Salt lake, Kol-91, for information
- 4) Executive Director, WBSH & FWS, Swasthya Bhawan, Salt lake, Kol-91, for information
- 5) AMD, NHM(In-Charge NUHM), Govt. of W.B, Swasthya Bhawan, Salt lake, Kol-91, for information
- 6) PO, NHM, Swasthya Bhawan, Salt lake, Kol-91
- 7) District Magistrate, South 24 Parganas, Alipur, Kolkata, for Information
- 8) Additional District Magistrate, South 24 Parganas
- 9) ADHS-(NCD-2), STCP, Govt. of W.B, Swasthya Bhawan, Salt lake, Kol-91, for information
- 10) Chief Medical Officer Of Health, South 24 Parganas, Tollyganj, Kol-33, for information
- 12-28. Superintendents/ACMOHs/BMOHs- Diamond Harbour Health District for information.
29. DICO, South 24 Parganas with request to upload the notice in www.S24pgs.gov.in web-site.
30. IT- Coordinator, Swasthya Bhawan with request to upload the recruitment section notice in www.wbhealth.gov.in web-site.
31. DSM, South 24 Prganas with request to upload the notice in www.spghealth.gov.in web-site.



Member Secretary

Committee for Selection of Contractual Employee

 Diamond Harbour Health District