



State Health Society, Bihar

Pariwar Kalyan Bhawan, Sheikhpura, Patna-14



Recruitment Application

State Health Society, Bihar under National Rural Health Mission invites online applications for various posts on contractual basis.

Sl. No.	Name of Cell/ Programme	Post Name	No. of Post	Max. Age (as on 26.02.14)	Eligibility	Consolidated Salary (PM in Rs.)
1.		State Consultant – JSSK/JBSY	1 (UR)	45 Yrs	Essential <ul style="list-style-type: none">• PGDHM/MBA in Health Management (Regular Course).• Knowledge of Microsoft Word, Excel and power-Point Presentation.• Reproductive Child Health Programme (RCH) implementation, data analysis and monitoring, together with appropriate skills of programme management, coordination and follow-up. Desirable <ul style="list-style-type: none">• Minimum 1 year of work experience in RCH programme at District/State level in Public Health Programme management and implementation of NRHM either with government or international agency.	Rs. 35,000/-
2.	MCH Cell	State Consultant – Maternal Health	1 (UR)	45 Yrs	Essential <ul style="list-style-type: none">• Medical Graduate (MBBS) or PGDHM/MBA in Health Management (Regular Course).• Knowledge of Microsoft Word, Excel and power-Point Presentation.• Reproductive Child Health Programme (RCH) implementation, data analysis and monitoring, together with appropriate skills of programme management, coordination and follow-up. Desirable <ul style="list-style-type: none">• Minimum 1 year of work experience in RCH programme at District/State level in Public Health Programme management and implementation of NRHM either with government or international agency of repute.	Rs. 35,000/-
3.	Clinical Establishment Act	State Coordinator – Clinical Establishment Act	1 (UR)	45 Yrs	<ul style="list-style-type: none">▪ Post Graduation or Higher Qualification in Social Work/ Rural Development/ Hospital / Health Management from UGG/AICTE recognized institute.▪ At least 5 years of work experience in health sector.▪ Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in Hindi and English required.▪ Ability to work in a multi-disciplinary team environment is essentially required.▪ Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel and Power Point is a must.	Rs. 40,000/-

4.	Clinical Establishment Act	District Coordinator– Clinical Establishment Act	38 (One for each District) UR- 19 , EBC- 7, SC- 06, ST- 0, BC- 5, BC(F) -1	45 Yrs	<ul style="list-style-type: none"> ▪ Post Graduation or Higher Qualification in Social Work/ Rural Development/ Hospital / Health Management from UGG/AICTE recognized institute. ▪ At least 3 years of work experience in health sector. ▪ Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in Hindi and English required. ▪ Ability to work in a multi-disciplinary team environment is essentially required. ▪ Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel and Power Point is a must. 	Rs. 30,000/-
5.		Assistant Cum Data Entry Operator (State level) – Clinical Establishment Act	1 (UR)	45 Yrs	<ul style="list-style-type: none"> ▪ Graduate from any recognized university in any discipline. ▪ One year Diploma in Computer Application. ▪ Typing speed of minimum 40 words per minute in English and 30 words per minute in Hindi. ▪ Minimum 3 years of relevant experience is required. ▪ Candidates who have worked with Govt. set up would be preferred. 	Rs. 12,500/-
6.		Administrative Assistant Cum Data Entry Operator (District level) – Clinical Establishment Act	38 (One for each District) UR- 19 , EBC- 7, SC- 06, ST- 0, BC- 5, BC(F) -1	45 Yrs	<ul style="list-style-type: none"> ▪ Graduate from any recognized university in any discipline. ▪ One year Diploma in Computer Application. ▪ Typing speed of minimum 40 words per minute in English and 30 words per minute in Hindi. ▪ Minimum 2 years of relevant experience is required. ▪ Candidates who have worked with Govt. set up would be preferred. 	Rs. 10,000/-
7.	Rashtriya Bal Swasthya Karyakram (RBSK)	Programme Assistant (RBSK)	1 (UR)	45 Yrs	<ul style="list-style-type: none"> ▪ Post Graduate in any stream. ▪ Preference will be given to PG Diploma in Public Health Management, MBA, Rural Development. ▪ Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel and Power Point. ▪ Typing speed – Reasonable (English & Hindi both). Higher speed would be preferred. ▪ Experience : Minimum 4 years as Office Assistant. Preferably with some Government set up. 	Rs. 20,000/-

General Condition:

1. The recruitment will be on contract basis for a period of one year, which may be renewed for 3 years based on the performance & conduct of the contractual staff as per the contract policy of SHSB. After 3 years, this contract may be extended further based on performance. The maximum period of contract with State Health Society, Bihar would exist only till the continuance of National Rural Health Mission. No request of regularization, readjustment and re-employment would be entertained in lieu of the said contract.
2. Non-refundable Application fee is Rs. 500/- for applicants under General category, Rs. 300/- for BC/EBC and Rs. 200/- for SC/ ST candidates. Payment of application fee is to be made online through internet payment gateway only.
3. Candidates have to apply online on the HR cell link of the website www.statehealthsocietybihar.org only. It is important to note that application in no other format would be considered without any exception.
4. All applications have to be attached with a sworn affidavit before the notary public clearly mentioning that “all the required certificates related to the essential qualifications or the requisite experience exists with the applicant and that in case of any fraudulent claim, legal action can be initiated against the applicant”. The pro-forma for affidavit can be downloaded from the website.
5. No application will be accepted without submission of application fee, sworn affidavit and the Bar Coded Acknowledgement Card received after filling the online application form.
6. Work Experience will be counted up to 26.02.2014.

7. Only shortlisted candidates will be called for interview. All original educational/experience/other certificates must be carried at the time of interview. No TA/DA will be given for attending the interview for any position.
8. State Health Society, Bihar reserves the right to cancel any or all the positions mentioned in this advertisement without assigning reason.
9. Detailed Term of Reference (TOR) of above position is available in the **HR Cell** of the society's official website **www.statehealthsocietybihar.org**.
10. Candidate after submitting applications online would receive Bar Coded Acknowledgement Card (BCAC) which along with a sworn affidavit must be sent in sealed envelope to **The Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014** through speed/registered post so as to reach the above address on or before 5:00 pm, **26/02/2014**.
11. The name of the post applied for must be mentioned on the top of the envelope. It must again be pointed out that any application received after the said date or without the required two documents [BCAC & Affidavit] would be summarily rejected. No communication regarding the rejection would be entertained.

Last date of submission of Application Form is 26/02/2014 at 5 pm.

**Executive Director
State Health Society, Bihar**