## Regional Program Manager

Name of the Positio	n		Regional Pr	ogram Mana	ager			
Location			Regional Program Management Unit					
No. of Vacancies : 0	3 (Three)						T	
No. of vacancies	Unreserved	EWS	EBC	BC	SC	ST	WBC	
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Maximum Age (In years, as on 1st August, 2019): Unreserved / EWS – 37, Unreserved / EWS (Female) - 40, BC / MBC (Male / Female) - 40, SC/ST (Male / Female) – 42.

10 years relaxation in age will be admissible to Divine Body applicant.

## **Eligibility Criteria**

## Essential:

## Qualification:

- Master of Public Health (MPH) (Full Time) from any recognized university/ institute
- Master of Social Work (MSW)/ M.A (Social Work) (Full Time) from any recognized university/ institute OR
- MBA (two years Full Time) / PG Diploma (two years Full Time) with specialization in Public Health/ Hospital Management / Health Management/ Health Care Management from any recognized university / institute

## Experience:

Minimum 3 years of post - qualification working experience in <u>Health Service Sector</u>.

## **Key Competencies:**

- Demonstrated experience in execution of health programme at field level.
- Experience of working in strengthening regional / district level health system.
- Should possess excellent managerial and leadership skills.
- Should have effective decision making abilities, possess excellent communication skills, be a creative problem solver and have the ability to multi-task.
- Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English.
- Proficiency in Microsoft Office (Word, Excel and PowerPoint).
- Working knowledge of Hindi is also desirable.

Purpose of Assignment: The Regional Programme Manager will provide technical and managerial assistance for implementation of the NHM and its goal in the districts falling under that region as many be agreed upon time to time with State Health Society, Bihar. S/he will look after the monitoring, learning and evaluation efforts in national health programs, clinical services, quality assurance, etc.

# Summary of Roles and Responsibilities:

- Provide technical and managerial assistance for implementation of the NHM and its goals in the districts falling under that region, as may be agreed upon from time to time with State Health Society.
- Assist the Executive Director, State Health Society, Bihar in all the matters relating to overall management
  of human and financial resources under the package of NHM in the region.
- Set up and manage regional programme management unit.
- Analyze financial and physical progress report of all the districts in the region and take corrective measures for improving output.
- Submit regional reports and organize regional meetings for reviewing the NHM programme in the districts.
- Support and guide District Programme Management Unit of the concerned districts in the region in matters related to expenditure, releasing grant, preparation of budget etc for overall control of financial matters.
- Provide necessary support to technical consultants appointed at state and field level during their field visit

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in their region.

- Identify the cause of any unreasonable delay in the achievement of milestones or in the release of funds and propose corrective action.
- Regular follow up of the programs and report to concerned authority accordingly.
- Ensure participation of Government authorities, development partners in the process to develop operational plans and strategies, monitoring the implementation process and progress.
- Ensure preparation of Annual Action Plan for district under NHM and ensure that proposed activities are implemented timely and as per the prescribed process.
- Documentation of the best practices/success stories.
- Undertake studies and budgeting and financial planning as required by the low performing districts of the region.
- Undertake field visits in the districts falling under that region.
- Undertake any other duties assigned to him by ED, SHSB and his team.

# Remuneration/Compensation

Consolidated remuneration of Rs. 43000 shall be paid per month.

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## Regional Nursing Consultant

Position	Regional Nursing Consultant
Location	RPMU

No. of Vacancies: 09

No. of vacancies	Unreserved	EWS	МВС	ВС	SC	ST	WBC
09					4 5	= 1	

Maximum Age (In years, as on 1<sup>st</sup> August, 2019): Unreserved / EWS – 37, Unreserved / EWS (Female) – 40, BC / MBC (Male / Female) - 40, SC / ST (Male / Female) – 42.

10 years relaxation in age will be admissible to Divine Body applicant.

## Essential Qualification:

- B.Sc. Nursing or Post Basic Nursing along with post graduate Degree/ Diploma in Public Health from any recognized institute/ University.
- Registration of candidates from Bihar Nurses Registration Council shall also be necessary

#### **Key Competencies:**

- Ability to work in a team
- Excellent interpersonal skills
- Ability to make effective collaboration with the patients and community.
- Comfortable working in collaborative environment with many partners and stakeholders.
- Good documentation and liaison skills.
- Familiarity with the Indian Health System, key stakeholders and relevant government policies/strategies particularly National Rural Health Mission and RCH II/ RMNCH+A.
- Advanced Computer competency (Microsoft Word, Power Point, Excel, Outlook).

#### Purpose of Assignment:

There is a need for a dedicated qualified person at regional level, RPMU to support the enhanced Nursing efforts being made by Government. This would require special skills and experiences in nursing institutions management.

## Summary of Roles and Responsibilities:

The primary duties and responsibilities of Nursing Consultant at Regional Level will include the following but not be restricted to:

- Assist the RDD and RPMU unit in the overall management of the regional nursing cell.
- Work with Sate Nursing Cell, RPMU, DPMU, development partners and government counterparts to implement, monitor and report on activities involving training of nurses including M&E frameworks and reports.
- Respond in a timely manner to requests for meetings, reports and other requests.
- Facilitate project activities including workshop planning, logistic arrangements and other activity support to ensure smooth conduction of trainings and supervisory visits.

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- Assist with financial management, reporting on expenditure on a timely basis and other finance tasks as assigned.
- Work in coordination of State Nursing Cell, RPMU and DPMU in the specified regions to help release ANM/GNM faculty for the trainings.
- Work to ensure efficient and effective program operations, maximizing the input and support of all personnel as appropriate.
- Maintain up-to-date program and training data of the ANM/GNM faculty in the region.
- Perform or assume other duties as assigned by the State Program Officer for the smooth running of the program.
- Meet regularly with the district health society and RPMU staffs for smooth project management and respond in a timely manner to requests for meetings, reports and other requests.
- Backstop at the 6 weeks trainings at the SNCs.
- Oversee the implementation of the performance standards at the GNM/ANM schools for quality improvement. Visit the ANM/GNM schools to identify needs and facilitate the achievement of standards of academics, faculty and learning environment.
- Advocate with the district officials to plan for the infrastructural strengthening of the GNM/ANM schools.
- Record maintenance of all activities
- Perform all duties as per the mandate.
- Provide technical assistance in the refurbishment of the GNM/ANM Schools in the region.
- Any other duties / assignment assigned by Concerned Authority.

## Remuneration/Compensation:

Consolidated remuneration @ Rs. 30000/- per month.

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## **REGIONAL M&E (MONITORING & EVALUATION) OFFICER**

Name of the Position			REGIONAL M&E (MONITORING & EVALUATION) OFFICER					
Location	ocation			ogramme N	lanagement	Unit		
No. of Vacancies : 4			4		A.C. (100)			
No. of vacancies	Unreserved	EWS	EBC	ВС	SC	ST	WBC	

Maximum Age (In years, as on 1<sup>st</sup> August, 2019): Unreserved / EWS – 37, Unreserved / EWS (Female) – 40, BC / MBC (Male / Female) - 40, SC / ST (Male / Female) – 42.

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10 years relaxation in age will be admissible to Divine Body applicant.

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#### **Eligibility Criteria**

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#### Essential:

## Qualification:

- Post-graduate (Full Time) in Statistics / M.Sc (IT) (Full Time) from any recognized institute/ university.
   OR
- MCA (Full Time) from any recognized institute/ university.
- B.E/ B.Tech (Full Time) in Computer Science / IT from any recognized institute/ university.
   OR
- BCA (Full Time) with Master of Public Health (MPH) (Full Time) from any recognized university/ institute
   OR
- <u>BCA (Full Time) WITH MBA (two years Full Time)</u> / <u>PG Diploma (two years Full Time)</u> with specialization in Public Health/ Health Administration/ Health Care Management/ Health Care Administration from any recognized institute/ university.

## **Key Competencies:**

- Excellent communication skills (both written and oral) in English, presentation skills and interpersonal abilities. Working knowledge of Hindi is also desirable.
- Demonstrated ability to work in a multi-disciplinary team environment.
- Demonstrated experience in operationalising health monitoring & evaluation program at field level/ In strengthening district level health systems.
- Computer proficiency with high level of familiarity with data base management program and commonly used packages like MS Word, Excel, Power Point, Outlook, Email operation etc.
- Familiarity with national health programs, health indicators and health policy.
- Data collection analysis, projection, evaluation with appropriate skills of coordination and follow-up.
- Timely communication, reporting, filing and documentation.
- Understanding of Govt. data systems.
- Knowledge of dealing with files, Noting, minutes of meeting, Letter drafting etc.
- Demonstrated ability to objectively analyze data and has an eye for detail.
- Efficient skills to manage people, liaise with stake holders and development partners.
- Excellent mathematical skills.

#### Purpose of Assignment:

The Regional M&E Officer will look after the monitoring and evaluation efforts in national health programs, clinical services, quality assurance, etc. at State Health Society, Bihar.

Summary of Roles and Responsibilities :

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- Responsible for supporting in overall monitoring of program related activities including designed development and implementation of data collection tools and information systems at regional level (for all the concerned districts).
- Provide feedback for policy and management at regional and society level.
- Support process and impact monitoring of IEC materials and other initiatives taken by Regional Program Management Unit.
- Undertake field visits to project areas for monitoring of project activities and prepare routing reports on results of visits and project progress.
- Develop presentation, generate tables, graphs and relevant statistical data for technical review and monitoring purposes.
- Support in building capacities at Regional, District and Block level on program planning, monitoring and reporting and their importance in programme management.
- Any other duties / assignment assigned by Reporting Authority / ED.

#### Remuneration/Compensation

Consolidated remuneration of Rs. 30000 /- shall be paid per month.

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#### **BIO-MEDICAL ENGINEER**

Name of the Position			BIO -MEDICAL ENGINEER					
ocation			Regional Program Management Unit					
No. of Vacancies	s : 5	AT AT					×	
No. of vacancies	Unreserved	EWS	МВС	ВС	SC	ST	WBC	
5		E 2 TH E			The second secon	VI.		

Maximum Age (In years, as on 1<sup>st</sup> August, 2019): Unreserved / EWS - 37, Unreserved / EWS (Female) - 40, BC / MBC (Male / Female) - 40, SC / ST (Male / Female) - 42.

10 years relaxation in age will be admissible to Divine Body applicant.

## **Eligibility Criteria**

## Essential:

## Qualification:

• Bachelor's degree in engineering — B.E./ B. Tech. (Full Time) in Bio-medical engineering from any recognized university/ Institution.

## Experience:

• Minimum 2 Years of post- qualification work experience in <u>Health Service Sector</u>.

## **Key Competencies:**

- Excellent communication skills (both written and oral) in English, presentation skills and interpersonal abilities. Working knowledge of Hindi also desirable.
- Applicants must possess up to date knowledge of the different medical equipment / devices /
  technologies vis-a-vis their intended uses in the health sector; the vendors of different equipment;
  the comparative benefits and costs of different equipment / devices / technologies and inventions
  and on-going research in the field of bio-medical engineering.
- The ideal candidate should possess excellent analytical skills.
- The ideal candidate must possess strong managerial and technical skills.
- The ideal candidate must also have good decision making abilities, possess excellent communication skills have the ability to explain technical issues in simple layman's terms be a creative problem solver and have the ability to multi-task.

## Purpose of Assignment:

The post of "Bio-Medical Engineer" is a mid-level advisory post. S/he will report to the Executive Director or any other official nominated by him and work in close co-ordination with the Additional Director — PPP posted in the PPP Cell and BTAST for implementation of SWASTH Program.

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## Summary of Roles and Responsibilities:

- Assist the Government in developing systems and mechanisms for selection of different hospital equipment based on the different / specific requirements of different levels of public health facilities in Bihar.
- Analyze the economic costs and benefits of procuring different equipment (based on specifications) and advise hospital administrators / government on the planning, acquisition, and use of medical equipments.
- Assist in / supervise the installation of different medical equipments / devices / technologies in different levels of public health facilities in Bihar.
- Evaluate the safety, efficiency, and effectiveness of different types of biomedical equipment.
- Develop, in consultation with users and vendors, installation and maintenance schedules and protocols for different types of medical equipment that are procured.
- Set up protocols for facilities to report upkeep of all (high value) equipments to its proper and uninterrupted working performance by planned and scheduled preventive maintenance program. Ensure timely repairs / replacement of non-functional equipment.
- Assist in accreditation related activities if the Government decides to accredit at some district hospitals to NABH / any other standard.
- Prepare a comprehensive condemnation and replacement schedule of different types of medical equipment and develop necessary protocols / guidelines for proper disposal / replacement of medical equipment that are no longer in use / no longer needed.
- Review Annual Maintenance Contracts (AMCs) and Comprehensive Management Contracts (CMCs) of Medical Equipments and ensure adherence to contracts by the vendors.
- Develop and maintain a "live register" of equipments, suppliers, vendors and manufacturers of Medical Equipments procured all across the state.
- Develop and maintain an inventory of equipments along with the corresponding Service Manuals and Operation Manuals.
- Undertake periodic supportive supervision visits across different public health facilities to ensure that patient care instruments used in the Hospitals / Health Care Units are safe.
- Help in skill development of the operators and / or technicians of different types of equipments.
- Provide necessary support to Doctors/ Nursing Staff/ Operators on terms with proper usage of different medical equipment usage.
- All other activities as required by the higher authorities in matters relating to equipment repair and procurement.
- Undertake such other assignments, which may be assigned from time to time by the PPP Cell Incharge and/ or other senior officials.

# Remuneration/Compensation

Consolidated remuneration @ Rs35000/- per month.

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# 281

#### Community Nurse (Case Manager)

	Name of the Positio	n		Community	Nurse (Cas	e Manager)			
ŀ	Location	ation . of Vacancies : 23		District Hospital.					
	No. of Vacancies : 2	3	and the second s						
	No. of vacancies	Unreserved	EWS	MBC	ВС	SC	ST	WBC	
	23	.<>	<>	<>	<>	<>	<>	<>	

Maximum Age (In years, as on 1<sup>st</sup> August, 2019): Unreserved / EWS – 37, Unreserved / EWS (Female) – 40, BC / MBC (Male / Female) - 40, SC / ST (Male / Female) – 42.

10 years relaxation in age will be admissible to Divine Body applicant.

#### **Eligibility Criteria**

## Essential:

## Qualification:

- GNM Course from any nursing school/institution recognized by Indian Nursing Council.
   OR
- B.Sc Nursing OR
- Post Basic B.Sc Nursing.
- Registration of candidates from Bihar Nurses Registration Council shall also be necessary.

#### **Key Competencies:**

- Excellent communication skills (both written and verbal) in English, presentation skills and interpersonal abilities. Working knowledge of Hindi also desirable.
- Demonstrated ability to work in a multi-disciplinary team environment.
- Demonstrated experience in operationalizing health monitoring & evaluation programmed at field level/ working in strengthening health systems.
- Computer proficiency with commonly used packages like MS Word, Excel, Power Point, Outlook, Email operation etc.
- Familiarity with national health programs, health indicators and health policy.
- Knowledge of dealing with files, Noting, minutes of meeting, Letter drafting etc.
- Efficient skills to manage people, liaise with stake holders and development partners.

#### Purpose of Assignment:

Community Nurse- Case Manager will be responsible for providing psycho-social support at community level to mentally ill patients under National Mental Health Programme (NMHP) at the district.

## Summary of Roles and Responsibilities:

- 1) To keep track of follow-up patients availing treatment at CHC and PHC
- 2) To do the outreach activity/ plan and manage psychiatry clinics in PHCs/CHCs and other sites periodically.
- 3) To impart training to the health personnel of Community Health Centre and Primary Health Center as per guidelines issued by National mental Health Cell.
- 4) Any other duties / assignment assigned by Reporting Authority / ED.

## Remuneration/Compensation

Consolidated remuneration of Rs. 30,000 /- shall be paid per month.

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# 280

#### **Psychiatric Nurse**

Name of the Position	Psychiatric Nurse
Location	<>

No. of Vacancies: 27

No. of vacancies	Unreserved	EWS	MBC	ВС	SC	ST	WBC
27	<>	<>	<>	<>	<>	<>	<>

Maximum Age (In years, as on 1<sup>st</sup> August, 2019): Unreserved / EWS – 37, Unreserved / EWS (Female) – 40, BC / MBC (Male / Female) - 40, SC / ST (Male / Female) – 42.

10 years relaxation in age will be admissible to Divine Body applicant.

## **Eligibility Criteria**

#### Essential:

## Qualification:

- M.Sc. in Psychiatric Nursing
   OB
- Diploma in Psychiatric Nursing recognized by INC.
- Registration of candidates from Bihar Nursing Registration Council shall also be necessary.

## Experience:

• Minimum 3 years of post - qualification working experience in Health Service Sector.

#### **Key Competencies:**

- Excellent communication skills (both written and verbal) in English, presentation skills and interpersonal abilities. Working knowledge of Hindi also desirable.
- Demonstrated ability to work in a multi-disciplinary team environment.
- Demonstrated experience in operationalizing health monitoring & evaluation programmed at field level/ working in strengthening level health systems.
- Computer proficiency with commonly used packages like MS Word, Excel, Power Point, Outlook, Email operation etc.
- Familiarity with national health programs, health indicators and health policy.
- Knowledge of dealing with files, Noting, minutes of meeting, Letter drafting etc.
- Efficient skills to manage people, liaise with stake holders and development partners.

#### Purpose of Assignment:

Psychiatric Nurse will be responsible for providing nursing care to mentally ill patients under National Mental Health Programme (NMHP) and capacity building of health personnels.

## Summary of Roles and Responsibilities:

- 1) To examine and manage health care needs of the mentally III Patients.
- 2) To provide in-patient care to the mentally III Patients
- 3) To do the outreach activity/ plan and manage psychiatry clinics in PHCs/CHCs and other sites periodically.
- 4) To impart training to the health personnel of Community Health Centre and Primary Health Center as per guidelines issued by National mental Health Cell.
- 5) Any other duties / assignment assigned by Reporting Authority / ED.

## Remuneration/Compensation

Consolidated remuneration of Rs. 40,000 /- shall be paid per month.

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#### Clinical Psychologist

Name of the Position			Clinical Psyc	chologist	-di		
Location	District Hospitals.						
No. of Vacancies : 2	1			A particular description of the second secon			
No. of vacancies	Unreserved	EWS	MBC	BC	SC	ST	WBC
21	<>	<>	<>	<>	<>	<>	<>

Maximum Age (In years, as on 1<sup>st</sup> August, 2019): Unreserved / EWS – 37, Unreserved / EWS (Female) – 40, BC / MBC (Male / Female) - 40, SC / ST (Male / Female) – 42.

10 years relaxation in age will be admissible to Divine Body applicant.

#### **Eligibility Criteria**

## Essential:

# Qualification:

Post Graduate Degree in Psychology from a recognized Institution/ University.

OR

Master Degree in Clinical Psychology from a recognized Institution/ University.

OR

Post Graduate diploma in Clinical Psychology from a recognized Institution/ University.

#### Experience:

Minimum 4 years post qualification working experience in <u>Health service Sector</u>.

#### **Key Competencies:**

- Excellent communication skills (both written and verbal) in English, presentation skills and interpersonal abilities. Working knowledge of Hindi also desirable.
- Demonstrated ability to work in a multi-disciplinary team environment.
- Demonstrated experience in operationalising health monitoring & evaluation programmed at field level/ working in strengthening health systems.
- Computer proficiency with commonly used packages like MS Word, Excel, Power Point, Outlook, Email
  operation etc.
- Familiarity with national health programs, health indicators and health policy.
- Knowledge of dealing with files, Noting, minutes of meeting, Letter drafting etc.
- Efficient skills to manage people, liaise with stake holders and development partners.

## Purpose of Assignment:

To provide psycho-social support to mentally ill patients under National Mental Health Programme (NMHP) at the district.

#### Summary of Roles and Responsibilities:

- 1) To examine and manage health care needs of the mentally III Patients.
- 2) To do periodic follow up of the mentally Ill Patients.
- 3) To do the outreach activity/ plan and clinical psychology clinics in PHCs/CHCs and other sites periodically.
- 4) To refer complicated cases to tertiary level hospitals.
- 5) To impart training to the health personnel of Community Health Centre and Primary Health Center as per guidelines issued by National mental Health Cell.
- 6) Any other duties / assignment assigned by Reporting Authority / ED.

## Remuneration/Compensation

Consolidated remuneration of Rs. 60,000 /- shall be paid per month.

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#### Psychiatric Social Worker

Name of the Position	Psychiatric Social Worker
Location	District Hospital

No. of Vacancies: 29

,	No. of vacancies	Unreserved	EWS	МВС	ВС	SC	ST	WBC
	29	<>	<>	<>	<>	<>	<>	<>

Maximum Age (In years, as on 1<sup>st</sup> August, 2019): Unreserved / EWS – 37, Unreserved / EWS (Female) – 40, BC / MBC (Male / Female) - 40, SC / ST (Male / Female) – 42.

10 years relaxation in age will be admissible to Divine Body applicant.

#### **Eligibility Criteria**

## Essential:

## Qualification:

• Master degree (Full Time) in social work/ Psychology from a recognized institution/University.

#### Experience:

Minimum 4 years of post - qualification working experience in <u>Health Service Sector</u>.

# **Key Competencies:**

- Excellent communication skills (both written and verbal) in English, presentation skills and interpersonal abilities. Working knowledge of Hindi also desirable.
- Demonstrated ability to work in a multi-disciplinary team environment.
- Demonstrated experience in operationalising health monitoring & evaluation programme at field level/ working in strengthening health systems.
- Computer proficiency with commonly used packages like MS Word, Excel, Power Point, Outlook, Email
  operation etc.
- Familiarity with national health programs, health indicators and health policy.
- Knowledge of dealing with files, Noting, minutes of meeting, Letter drafting etc.
- Efficient skills to manage people, liaise with stake holders and development partners.

## Purpose of Assignment:

Under National Mental Health Programme (NMHP), Clinical Psychologist or Psychiatric Social Workers will provide psycho-social support of mentally ill patients.

## Summary of Roles and Responsibilities:

- 1) To help patients gain access to support groups, day care facilities, higher education, vocational skills and employment facilities, certification, reservations and other benefits.
- 2) To make domiciliary visits for persons with Severe Mental Disorder (SMD) so that the home environment is examined, monitored and made conducive to the extent possible and to provide a range of community based rehabilitation interventions.
- 3) To facilitate Access to education for children in the family, old age pension for elders in the family etc. to reduce the overall burden of care and improve quality of life for patients and their families.
- 4) Any other duties / assignment assigned by Reporting Authority / ED.

## Remuneration/Compensation

Consolidated remuneration of Rs. 50000 /- shall be paid per month.

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