

E-File No. 4462

	<b>Delhi State Health Mission</b> <b>State Program Management Unit</b> 6 <sup>th</sup> Floor, A & B-Wing, Vikas Bhawan-II, Civil Lines, Delhi-110054 Email ID : dshmspmu1@gmail. Com Phone No. : 011-23812902-03	
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F. No. F1-13/4/2020-Estt./

Dated : 5<sup>th</sup> Feb-2021**NOTICE**

- Advertisement for various posts under Delhi State Health Mission on contractual basis.
- Important timelines for the examination/test process will be as under:-

Advertisement issued on	05-02-2021
Opening date for submission of application	05-02-2021
Last date for submission of application	01-03-2021

- Information about vacancies, qualifications and other eligibility criteria, salary, application process and methodology & other terms and conditions of the recruitment is given in the succeeding sections of these guidelines.
- Applications for following vacant posts under Delhi State Health Mission for State Health Society (Delhi) and 11 Integrated District Health Societies are invited in the prescribed format for contractual engagements:

S. No.	Designation	Gen	OBC	SC	ST	TOTAL
1	Legal Consultant (PNDDT)	7	3	1	0	11
2	Consultant Medicine (MD)	8	3	1	0	12
3	Accounts Manager	3	1	0	0	4
4	Accounts Assistant	15	6	3	1	25
5	Medical Lecturer	1	0	0	0	1
6	Steno/Secretarial Assistant	0	2	0	0	2
7	Public Health Nurse	1	0	0	0	1
8	Establishment Clerk	3	1	0	0	4
9	Medical Officer	69	35	19	9	132
10	Physiotherapist	8	4	2	1	15
11	Quality Assurance Consultant (PH)	1	0	0	0	1
12	State Consultant (Quality Monitoring)	1	0	0	0	1
13	District Quality Assurance Coordinator	2	2	1	0	5
14	Counselor	18	8	4	2	32
15	Legal Consultant (NTCP)	1	0	0	0	1

S. No.	Designation	Gen	OBC	SC	ST	TOTAL
16	District Program Manager	0	2	1	0	3
17	District BCC Officer	2	0	0	0	2
18	IEC-BCC Consultant	1	0	0	0	1
19	Media Assistant	1	0	0	0	1
20	Dental Surgeon	15	6	3	1	25

## 5. Important Instructions:

- 5.1 The engagement will be purely on contract basis as per the policy of National Health Mission. The contract is extendable based upon annual performance evaluation.
- 5.2 There shall be an initial assessment (probation) period of three months from the date of first engagement.
- 5.3 The applications should be submitted at The Office of Delhi State Health Mission, State Program Management Unit, 6<sup>th</sup> Floor, B-Wing, Vikas Bhawan-II, Civil Lines, Delhi-110054 by Hand in the drop box OR By Post.

The last date for receipt of applications is 1<sup>st</sup> March, 2021 by 04:00 p.m, application received after the last date shall be rejected. The Delhi State Health Mission will not be responsible for any postal delay.

- 5.4 One application will be considered for one post only. A Separate application along with documents etc. should be submitted if applying for more than one category of post.
- 5.5 No TA/DA shall be paid for attending the interview/ written/skill test.
- 5.6 Applications are required to be submitted in prescribed format. Application format may be downloaded from DSHM website <https://dshm.delhi.gov.in>. Application in any other format will not be accepted, please ensure post applied for is clearly mentioned on the application format.
- 5.7 Eligibility Criteria for the above posts (Academic qualification, Experience, Remuneration, Age, etc.) is annexed below.

## 6. How to apply:

- 6.1 Apply in prescribed application format. Use CAPITAL LETTERS for filling the application format.
- 6.2 Attach two Passport Size Photographs (one photograph paste and one staple with application form).
- 6.3 Name and Code of the post should be clearly stated in the application form and on the envelope in capital letters
- 6.4 Self attested copies of following documents should be attached with the application form :
  - I. 10<sup>th</sup> Certificate in support of date of birth.
  - II. Marks Sheets & Certificates of Essential Educational Qualifications
  - III. Marks Sheets & Certificates of Desirable Qualifications, if any.
  - IV. Experience Certificates (current working experience certificates also)

**Important Instructions:**

7. Relaxation for SC/ST/OBC and Physically Handicapped will be given as per Government guidelines, subject to submission of Caste / Disability Certificate issued by the Appropriate Authority in support of his/her claim
8. Delhi State Health Mission reserves the right to change the number of vacancies, withdraw the process of recruitment in full or part and also has right to reject any or all applications received without assigning any reasons or giving any prior notice.
9. The place of posting will depend upon merit.
9. The decision of the Chairman, State Health Society (Delhi), regarding selection of the candidates will be final and no representation shall be entertained in this regard.
10. Information for Written Test & Interview will be provided through <https://dshm.delhi.gov.in> or health and family welfare GNCTD website [www.health.delhigovt.nic.in](http://www.health.delhigovt.nic.in)
11. Applications received in Delhi State Health Mission Office after the last date will not be considered.
12. Delhi State Health Mission has the right to reject any application, if found improper or having misleading information.
13. The candidates should not have been convicted by any court of law.
14. In case of any dispute, legal jurisdiction will be Delhi only.

**Post wise Eligibility Criteria, Salary and Methodology of the recruitment :**

Post Code	1/2021
Name of the Post	Legal Consultant (PNDT)
Consolidated Remuneration (Per Month)	Rs.49,875/- per month
Age Limit	45 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. LLB from a recognized University</li> <li>2. Three years experience in any court of Law or Govt. Institution</li> <li>3. Enrolment with bar counsel.</li> </ol>

Post Code	2/2021
Name of the Post	Consultant Medicine (NPHCE)
Consolidated Remuneration (Per Month)	Rs.94,500/-
Age Limit	Upto 45 years Not more than 64 years (in case of retired Govt. Servant)
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. MD in Medicine or equivalent degree from institution recognized by Medical Council of India</li> <li>2. Registered with Delhi Medical Council</li> </ol> <p><b>Desirable</b> Two years of experience of working as a specialist in a Hospital</p>

Post Code	3/2021
Name of the Post	Accounts Manager
Consolidated Remuneration (Per Month)	Rs.33,738/-
Age Limit	45 years
Educational, other qualification and experience required	<p><b>Educational</b></p> <ol style="list-style-type: none"> <li>1. B.Com from a recognized university.</li> <li>2. M.Com / MBA (Finance) from a recognized university.</li> <li>3. At least three (3) years post qualification experience in managing accounts &amp; use of Tally (Preference will be given to the candidates having experience in managing accounts and use of Tally in any National Health Programs like National Health Mission, NACO, Ayush etc. in any Govt. organization)</li> </ol> <p><b>Desirable :</b> Knowledge of GFR and Public Finance Management System (PFMS)</p>

Post Code	4/2021
Name of the Post	Accounts Assistant
Consolidated Remuneration (Per Month)	Rs.23,078/-
Age Limit	30 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. B.Com from a recognized university.</li> <li>2. Minimum 6 months certificate course that includes accounting package like Tally, Busy etc. as subject. (Working knowledge on any computerized accounting package required)</li> <li>3. Two year experience in maintenance of accounts (Preference will be given to the candidates having experience in any National Health Programs like National Health Mission, NACO, AYUSH etc. in any Govt. organization)</li> </ol>

Post Code	5/2021
Name of the Post	Medical Lecturer
Consolidated Remuneration (Per Month)	Rs.85,050/- + Conveyance upto Rs.4,500/-
Age Limit	Upto 45 years not more than 64 years (in case of retired Govt. Servant)
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. MD/DNB Post Graduate Degree from Medical Council of India (MCI) recognized Medical College</li> <li>2. Three (3) Years teaching experience in the subject as a Senior Resident / Registrar / Demonstrator / Tutor in a recognized Medical College after obtaining Post Graduate Degree in the subject</li> <li>3. Knowledge of Computer with commonly used packages like Ms Word, Ms Excel, MS Power-Point and information technology</li> <li>4. Good communication and presentation skills with analytical abilities</li> <li>5. Registration with Delhi Medical Council</li> </ol>

Post Code	6/2021
Name of the Post	Steno / Secretarial Assistant
Consolidated Remuneration (Per Month)	Rs.21,138/-
Age Limit	30 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. 10+2 or equivalent</li> <li>2. Knowledge of shorthand and typing with speed of 80 wpm and 40 wpm respectively</li> <li>3. Atleast 2 years experience</li> </ol>

Post Code	7/2021
Name of the Post	Public Health Nurse
Consolidated Remuneration (Per Month)	Rs.49,200/-
Age Limit	35 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. B.Sc. Nursing from Govt. recognized University</li> <li>2. One year teaching / training experience in Public Health at any reputed nursing teaching institute after B.Sc. Nursing</li> <li>3. Knowledge of computer with commonly used package like Ms Work, Power-point, Excel and Information Technology etc.</li> <li>4. Good Communication and presentation skills with analytical abilities</li> <li>5. Registration with Delhi Nursing Council</li> </ol>

Post Code	8/2021
Name of the Post	Establishment Clerk/Administrative Assistant
Consolidated Remuneration (Per Month)	Rs.23,078/-
Age Limit	35 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. Graduate from recognized University / Institution</li> <li>2. Typing Speed of 30 Word Per Minute</li> <li>3. One Year Computer Course</li> </ol>

Post Code	9/2021
Name of the Post	Medical Officer
Consolidated Remuneration (Per Month)	Rs.71,550/- + Conveyance upto Rs.4,500/-
Age Limit	Upto 45 years not more than 64 years (in case of retired Govt. Servant)
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. MBBS</li> <li>2. Recognized with Delhi Medical Council</li> </ol> <p><b>Desirable</b></p> <p>Experience in Public Health</p>

Post Code	10/2021
Name of the Post	Physiotherapist
Consolidated Remuneration (Per Month)	Rs.50,000/-
Age Limit	35 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. Bachelor Degree in Physiotherapist (B.P.T.)</li> <li>2. Three Year experience of working in a Hospital</li> <li>3. Registration with Delhi Council of Physiotherapy</li> </ol>



Post code	11/2021
Name of the Post	Quality Assurance Consultant (Public Health)
Consolidated Remuneration (Per Month)	Rs.62,500/-
Age Limit	45 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. MBBS / Dental / AYUSH / Nursing Graduate</li> <li>2. Masters in Public Health (MPH) / Community Medicine(MD) / MBA (Health Management)</li> <li>3. Five year experience in Public Health / Hospital administration, out of which atleast one year work in the field of Public Health Quality.</li> </ol> <p><b>Desirable</b> Training and experience of implementing a recognized quality system like NABH / ISO 9001-2008 / Six Sigma / Lean / Kaizen would be preferred.</p>

Post Code	12/2021
Name of the Post	State Consultant (Quality Monitoring)
Consolidated Remuneration (Per Month)	Rs.50,000/-
Age Limit	40 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. Post graduate degree/advance qualification in Statistics</li> <li>2. Specialization in Biostatistics/Masters in Health Informatics (MBA health informatics)/Masters in epidemiology (MPH epidemiology)</li> </ol> <p><b>Desirable</b> Two years experience in Public Health</p>

Post Code	13/2021
Name of the Post	District Quality Assurance Coordinator
Consolidated Remuneration (Per Month)	Rs.43,750/-
Age Limit	40 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. MBBS / Dental / AYUSH / Nursing Graduate</li> <li>2. Masters in Hospital administration / Health Management (MHA-Full time or equivalent)</li> <li>3. Two year experience in Public Health / Hospital administration</li> </ol> <p><b>Desirable</b></p> <p>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 an added advantage.</p>

Post Code	14/2021
Name of the Post	Counsellor
Consolidated Remuneration (Per Month)	Rs.23,078/-
Age Limit	35 years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. Bachelor's degree in Social work/psychology/Clinical Psychology</li> </ol> <p><b>Desirable</b></p> <p>Experience in public health preferably in counselling</p>

Post Code	15/2021
Name of the Post	Legal Consultant (NTCP)
Classification	On annual contract by State Health Society (Delhi) / IDHS as per approvals under National Health Mission
Consolidated Remuneration (Per Month)	Rs. 56,250/-
Age Limit	45 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. LLB from a recognized University</li> <li>2. Seven Years experience in any court of Law or Govt. Institution</li> <li>3. Enrolment with bar counsel of Delhi.</li> </ol>

Post Code	16/2021
Name of the Post	District Program Manager
Consolidated Remuneration (Per Month)	Rs.48,525/-
Age Limit	45 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <p>MBA in Health / Hospital Administration with 3 Years of Post Qualification experience or Post Graduate Diploma in Health / Hospital Administration with 5 Years Post Qualification Experience.</p>

Post Code	17/2021
Name of the Post	District BCC Officer
Consolidated Remuneration (Per Month)	Rs.38,150/-
Age Limit	35 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <p>Masters in Mass Communication from recognized institution with atleast 2 years experience, Post Master's Degree</p>

Post Code	18/2021
Name of the Post	State IEC-BCC Consultant
Consolidated Remuneration (Per Month)	Rs.48,525/-
Age Limit	35 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <p>Master in Journalism or Mass Communication or any similar qualification in the field of Mass Media from recognized reputed institution with three years experience in Social or Health Sector</p>

Post Code	19/2021
Name of the Post	Media Assistant
Consolidated Remuneration (Per Month)	Rs.21,138/-
Age Limit	40 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. Graduate</li> <li>2. Diploma / Degree in Mass Communication</li> <li>3. Two (2 ) Years experience of doing IEC related work, proficiency in Hindi, Good Communication Skills</li> </ol>

Post Code	20/2021
Name of the Post	Dental Surgeon
Consolidated Remuneration (Per Month)	Rs.71,550/-
Age Limit	40 Years
Educational, other qualification and experience required	<p><b>Essential</b></p> <ol style="list-style-type: none"> <li>1. BDS from institution recognized by Dental Council of India</li> <li>2. At least two years of working experience in a hospital/ institution setup.</li> <li>3. Registered with Delhi Dental Council.</li> </ol>

## APPLICATION FORM

Post Code \_\_\_\_\_

Post applied for \_\_\_\_\_

Paste recent  
passport size  
photograph

1. Name of Applicant: \_\_\_\_\_
2. Father's/Spouse Name : \_\_\_\_\_
3. Date of Birth: \_\_\_\_\_
4. Whether SC/ST/OBC/PH/Ex-serviceman: \_\_\_\_\_
5. Educational Qualification:

S. No.	Academic / Professional Qualification	Name of Institution	University	Course Duration / Yr. of passing out	% of Marks (Mandatory)

6. Experience:

S. No.	Designation	Name of Institution / Employer	From - To	Field of Experience	Salary Drawn

7. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_
8. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_
9. Mobile No. (1) \_\_\_\_\_ (2) \_\_\_\_\_
10. Email Address: \_\_\_\_\_
11. **Mandatory**: Attached following self attested documents :

S. No.	Required Documents	Yes or No
1	Marks sheets	
2	Certificate/Degree/Diploma	
3	Experience	
4	Age Proof	
5	Caste Certificate (If applicable)	
6	Any other certificate (if applicable)	

12. Undertaking:

I hereby certify that all the information given above is true to the best of my knowledge. If any of the above information is found to be incorrect at a later stage, I shall be liable to be disqualified/ removed from the service after selection.

**Date:**

**Place:**

**(Signature of the candidate)**

\* Crucial date for determining the age of the Candidate shall be the last date of receipt of applications i.e. 1<sup>st</sup> March-2021.