



Odisha State Health & Family Welfare Society
Deptt. of Health & Family Welfare, Govt. of Odisha
Annex Building of SIH&FW, Nayapalli, Unit-8, Bhubaneswar-751012,
District-Khordha (Odisha), Phone/Fax: 0674- 2392480/79, E-mail Id-
hrdnrhml@gmail.com



Advt. No.: - 03/23

CONTRACTUAL APPOINTMENT

Date:- 28.02.2023

Applications are invited from eligible candidates for filling up of the following positions under National Health Mission, Odisha on contractual basis with monthly remuneration as noted against each and subject to renewal as per the terms and conditions of OSH&FW Society. These positions are purely temporary and co-terminus with the scheme. Lower age limit for all the positions are 21 years as on dtd. 01.02.2023.

Sl. No.	Name of the Position	No. of Vacancy/ies	Remuneration (in Rs.), Performance Incentive & other allowances as admissible
01	Consultant, Nutrition	01	Rs.57,281/-+PI
02	Deputy Manager, RCH	03	Rs.45,043/-+PI

Interested candidates can log on to **www.nhmodisha.gov.in** for details of vacancy, eligibility criteria, age, ToR & selection procedure etc. Online application form will be available from **28.02.2023 to 14.03.2023 by 11.59 P.M.** Last date for receipt of the System Generated Application duly signed by the candidate along with self attested copies of all supportive documents is **21.03.2023 (by 5.30 P.M.)**.

The authority reserves the right to cancel this advertisement or modify the terms and conditions of this advertisement and the recruitment criteria at any stage of recruitment process without assigning any reason thereof.

Sd/-
Mission Director, NHM,
Member Secretary, OSH&FWS, Odisha.



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Sl. No.	Name of the Position	Vacancy /ies	Upper Age Limit as on dtd. 01.02.2023	Remuneration (in Rs.), Performance Incentive (P.I.) & other allowances as admissible	Eligibility Criteria
01	Consultant, Nutrition	01	Up to 62 Years	Rs.57,281/-+PI	Qualification: - The candidate must have passed Post Graduate Degree in Nutrition from a recognized University / Institution. OR The candidate must have passed Post Graduate Degree in Home Science with Diploma in Nutrition & Health Education from a recognized University / Institution. Experience: - She/he also must have 05 (five) years of post qualification experience in relevant field.
02	Deputy Manager, RCH	03	Up to 45 years	Rs.45,043/-+PI	Qualification:- The candidate must have passed two years course in any of the following subjects from a recognized University /Institution with minimum 55% marks: - -Master Degree in Business Administration or its equivalent course such as Post Graduate Diploma in Business Administration or Post Graduate Diploma in Business Management or Post Graduate Diploma in Management. - Master Degree in Sociology. - Master Degree in Psychology. - Master Degree in Anthropology. - Master Degree in Social Work. - Master Degree in Public Administration. - Master Degree in Public Health or Post Graduate Diploma in Public Health Management. - Master Degree in Rural Development or Post Graduate Diploma in Rural Development. - Master Degree in Rural Management or Post Graduate Diploma in Rural Management. Experience:- S/he also must have minimum 03 years of post qualification experience in health / social / developmental sector.

N.B.:-

Age Relaxation and Additional Weightage of Marks applicable for the eligible applicants who are employees of the OSH&FW Society.

- a) To avail the benefit of age relaxation and weightage, employee concerned should have completed at least three terms of contractual services (11 months each) under the OSH&FW Society.
- b) The remarks recorded in PAR of the employee concerned must be “Outstanding” or “Very Good” for the preceding 03 (three) terms of contractual services under the OSH&FW Society.
- c) The age relaxation for the applied post in respect of the employee of the OSH&FW Society shall be allowed @ 1 year for each contractual term of service in the Society upto a maximum of 10 years, over and above the maximum age limit prescribed in the Advertisement for the said post, subject to an upper age ceiling of 55 years.
- d) Candidate who is an employee of the OSH&FW Society and has cleared all the steps in the recruitment process upto the final level of selection shall be eligible for award of grace marks to the extent of 01 percentage of the total marks of examinations for each completed term of services in the Society upto a maximum of 10 percentage of the total marks which shall be added to the total marks secured by the said employee.
- e) All the above provisions shall also be applicable for only one member of the family of a deceased employee of the OSH&FW Society, if eligible, as would have been applicable to the employee concerned.

General information and Instructions:-

- i. The above positions are purely temporary and co-terminus with the scheme. Canvassing in any form will render the candidate disqualified for the position.
- ii. Details of vacancy, eligibility, age, selection procedure, ToR etc. can be downloaded from the official website (www.nhmodisha.gov.in).
- iii. The applications received for the above positions will be scrutinized and the database will be uploaded in the above official website for invitation of objection. Candidates are required to visit official website: - www.nhmodisha.gov.in at regular intervals for any notification, updates, results etc. relating to recruitment.
- iv. Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the selection process.
- v. Candidates, who are already working in Health Department either on regular or on contractual basis, have to submit No Objection Certificate from the employer (appointing authority) at the time of submission of application. NOC issued by any other authority other than appointing authority will not be accepted. NOC must be specific for the post, S/he applying and must be issued subsequent to issue of the advertisement.
- vi. **Interested candidates fulfilling the eligibility criteria are to apply online through the above said website. Online application form will be available from 28.02.2023 to 14.03.2023 till 11.59 P.M. System Generated Application form duly signed by the candidate along with self attested photocopies of all certificates and Mark sheets, in support of age, qualification and experience shall however be sent to the “Mission Directorate (NHM), Annex Building of SIH&FW, Nayapalli, Unit-8, Bhubaneswar-751012, District-Khordha (Odisha)” so as to reach us on or before 21.03.2023 (by 5.30 P.M.) through Regd. Post / Speed Post / Courier only and the envelope containing the application should be superscribed clearly name of the post applied for.**
- vii. The candidate has to exhibit requisite documents / experience certificates which shall clearly establish his/her eligibility as per conditions as above, without which his/her candidature shall be rejected. The experience certificate of the Employer/s must clearly specify the period of incumbency, name of the post and nature of responsibility.

- viii. In case the marks obtained are in the form of CGPA, OGPA, DGPA, GPA, CPI etc., a certificate for conversion as applicable to percentage of marks shall be submitted at the time of submission of application form. Certification towards AICTE / UGC recognition of Institutions / Universities shall also be submitted at the time of submission of application form, wherever applicable, without which the application shall not be considered & shall be rejected.
- ix. Candidates who are over aged, under qualified, not having requisite percentage of marks, not having requisite experience etc. need not apply.
- x. Incomplete application in any form will be rejected. Non submission of certificate/documents along with the online application shall be liable for rejection.
- xi. If any candidate is found to have suppressed any material information or furnished false information / documents, his/her case shall not be considered for the post applied for and in case already engaged on the basis of the said information / documents, his / her service shall be terminated from the Society forthwith. Candidates who have been disengaged earlier from the OSH&FW Society on administrative ground such as disobedience / poor performances / misbehavior / criminal activity etc. are not eligible to apply.
- xii. This office will not be held responsible for any postal delay. No application will be entertained after dtd. 21.03.2023 (5.30 P.M.). No personal correspondence / queries will be entertained. All communication will be made through E-mail / official website / SMS.**
- xiii. The candidates securing 50% and more marks in Final Panel Merit list shall be kept in the Panel with the validity of 01 year from the date of its approval. The panel for above position shall also remain valid for similar post / s in other programmes under NHM ambit with same educational qualification and same remuneration, as will be decided by the Society.
- xiv. Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- xv. The authority reserves the right to modify or cancel the recruitment criteria of all the positions/ applications at any stage of recruitment process without assigning any reason thereof.
- xvi. The result will be published in the official website of NHM, Odisha.

Sd/-

**Mission Director, NHM,
Member Secretary, OSH&FWS, Odisha.**

Sl. No.	Name of the Position	Selection Procedure (Advt. No. 03/23)
01	Consultant, Nutrition	<p>Selection Procedure:- Application Invitation (Interview) A list of eligible applicants, fulfilling the eligibility criteria shall be prepared. All eligible candidates shall be called for Interview. The Final merit list shall be prepared as per the marks secured in Interview.</p>
02	Deputy Manager, RCH	<p>Selection Procedure:- Application Invitation [Written Test (MCQ) and Viva-voce Test] All the eligible applicants, fulfilling the eligibility criteria as per the advertisement shall be called for Written Test (MCQ). A list of candidates securing 50% and more marks in Written Test shall be prepared. From amongst the said list, 10 times of number of vacancies from the top of the merit list of Written Test shall be called for Viva-voce Test. However, the final merit list of the candidates shall be prepared by adding the marks secured in both Written Test and Viva-voce Test.</p>

TERMS OF REFERENCE (TOR)

Deputy Manager RCH

The Deputy Manager RCH will be responsible for effective planning, implementation, supervision and monitoring of all Maternal & Newborn and Child Health activities in the district.

Maternal and Newborn Health

1. VHND (Mamta Diwas)

- Use RI microplans to plan and implement VHND.
- Facilitate organization of VHND sessions as per plan in coordination with ICDS.
- Develop block and sector level supervision plans and establish system for regular supervisory visits.
- Ensure submission of supervisory checklists by supervisors and regular submission of reports by block and district.
- Conduct regular field visits to AWCs to observe VHND and support necessary quality and corrective action and submit monitoring checklists to the nodal officer.
- Support Health and ICDS block & district level monthly review meetings to identify, document and address identified bottlenecks in proper implementation.
- Support organization of trainings as required.
- Analyse and monitor reports at all levels using standard indicators and support the nodal officers for conducting regular reviews.

2. Facilitate operationalisation of different levels of maternal & newborn health services.

- Establishment and operationalisation of Institutional Comprehensive level (CEmONC) services and Special Care Newborn Units, coordinate and organize facility based IMNCI & facility based newborn care trainings, facilitate SCNU reporting through DHIO, facilitate availability of drugs & logistics supplies.
- Establishment and operationalisation of Institutional Basic Level (BEmONC) services along with Stabilisation units, coordinate and organize facility based IMNCI & facility based newborn care trainings, facilitate stabilization unit reporting thorough DHIO, facilitate availability of drugs & logistics supplies.
- Facilitate availability of SBA level services by organizing quality SBA trainings, facilitating regular reporting, monitoring of SBA implementation in the field, facilitating availability of drugs & logistics for SBA implementation.
- Establishment & operationalisation of Newborn care corners in all labour rooms & OTs in the district, coordinate and organize NSSK trainings in the district.
- Facilitate establishment of Referral transport systems in the district.

3. Facilitate implementation of all components of Family Planning programme.

- Facilitate availability and awareness regarding Family Planning and Safe Abortion services.
- Promote awareness and implementation of PC & PNDT Act.

4. Post Natal Care

- Organise trainings for Post natal visits, monitoring and review of post natal visits.

Child Health

1. IMNCI

- Preparation of detailed training plans for IMNCI.
- Prepare block wise implementation plan in coordination with ICDS.
- Identify the requirements and organize all Basic Training for Physicians and follow-up Supervisory trainings.
- Coordinate with district nodal officers for supply and replenishment of drugs and others logistics needed for implementation.
- Develop block and sector level supervision plans.
- Use RI microplans to ensure IMNCI services are delivered.
- Support Health ICDS block & district level monthly review meetings to identify, document and address identified bottlenecks in proper implementation.
- Establish system for regular supervisory visits by the block supervisory team.
- Conduct regular field visits to AWCs and SCs and submit monitoring checklists to the nodal officer & take necessary steps to correct deficiencies observed.
- Ensure district IMNCI core committee meetings are held quarterly.
- Establish system for reporting.
- Ensure that regular and correct reports are submitted to the state through the DHIO to the state on a quarterly basis.
- Analyse & monitor reports and facilitate relevant actions for improvement.
- Monitor HMIS reports for identifying blocks with high neonatal, infant and maternal deaths and focus for action.

2. Pustikar Diwas

- Support planning and regular organization of Pustikar Diwas.
- Facilitate reporting through DHIO and analyse for corrective actions.
- Support preparation of child wise tracking sheet to analyse progress of children.
- Coordinate with ICDS Deptt. for their participation and referrals.

3. Nutritional Rehabilitation Centre

- Plan and operationalise NRC in the district.
- Facilitate training and regular functioning of the NRC.
- Coordinate with ICDS for regular referrals.

4. Routine Immunisation

- Microplan development – Initiate yearly development / updating of RI microplans at the block and district level involving Health, ICDS and NGOs. Facilitate compilation, review and consolidation of the ILR point, block and district level microplans. Conduct validation and fields testing of the microplans using a random sample. Provide support and hands on training to the HWs and LHVs in preparing SC microplans.
- Establish and strengthen RI monitoring and supervision system – Ensure formation of district and block level RI monitoring teams. Ensure monitoring and supervision of FIDs and all other outreach immunization sessions by the block and district RI monitoring teams using standard GoI formats along with submission of the formats to the ADMO(FW). Analyse the monitoring data every month using the help of the ADMO(FW) and Immunization Computer assistant and discuss the findings in the district monthly meetings and quarterly RI review meetings. Furnish monthly monitoring and supervision report to the state.

- Facilitate RIMS implementation and improve reporting system – Coordinate with blocks for accurate and timely sending of UIP formats. Support the ICA in timely and complete uploading of RIMS data every month. Update the district Collector /CDMO/ADMO(FW) with analysed RIMS data regarding coverage, drop outs, vaccine and logistics stock position and cold chain status monthly.
- Facilitate and monitor all immunization trainings of the district – Provide technical and organizational support for all immunization trainings. Monitor trainings and provide appropriate and timely feedback to the district and the state. Furnish monthly training status report to the state.
- Provide technical support for district measles control activities – Provide on the job orientation to Health and ICDS staff on measles outbreak investigation and reporting. Provide technical support for investigating and reporting all measles outbreaks in the districts. Analyse and provide feedback to the district and state regarding measles outbreaks in partnership with IDSP.
- Technical support for biannual Vitamin A supplementation – Facilitate planning of biannual Vitamin A supplementation rounds. Provide orientation and training to Health and ICDS staff. Monitor biannual supplementation rounds and provide feedback to the district and the state.
- Support the strengthening of vaccine logistics and supply management – Assist in facilitating and monitoring the session based vaccine indenting. Assist in facilitating the use of vaccine registers at all points. Assist in monitoring the appropriate issue of vaccines and immunization logistics.
- Support in strengthening cold chain management system – Assist in monitoring the cold chain system of the ILR points, BVS, DVS and RVS. Facilitate preventive maintenance of cold chain equipments with reporting of breakdown rate, down time and response time by the CCT.
- Support in planning and implementation of IPPI/Mop up activities – Assist in booth, transit and mobile team planning of block and district. Monitor IPPI / mop up activities in the prescribed formats. Ensure daily reporting system for IPPI/mop up activities. Analyse data in coordination with the ADMO(FW) and SMO-NPSP office. Ensure quality training of the vaccinators and supervisors in coordination with SMO-NPSP office.
- Facilitate implementation of injection safety norms in the district – Monitor construction and use of biowaste disposal pits at the ILR points. Provide supportive supervision and monitor the use of hub cutter in immunization sessions. Monitor waste disposal as per CPCB guidelines.
- Facilitate district immunization PIP development coordinate with MO i/c and BPOs for developing block plans. Develop district PIP in coordination with the ADMO(FW) and DPM. Facilitate and accelerate appropriate and timely utilization of funds under PIP. Undertake quarterly monitoring of fund utilization in coordination with the DPM, DAM and ADMO(FW).
- Any other work assigned by the reporting authority from time to time.