



State Health Assurance Society
Health & Family Welfare Department, Govt. of Odisha
Bhubaneswar- 751007, District- Khordha, Odisha
Phone No: - (0674)2570500
Email ID:-hr.recruitmentshas@gmail.com

Adv. No.: 02/2025

CONTRACTUAL APPOINTMENT

Date: 07.02.2025

Applications are invited from eligible candidates for filling up of the following post under **State Health Assurance Society, Odisha** on contractual basis with monthly remuneration as noted and subject to renewal as per Society terms and conditions. Lower age limit for all the post is 21 years as on **01.01.2025**.

Sl. No	Name of the Post	No. of Vacancies	Maximum Age as on 01.01.2025	Remuneration (in Rs.) & Performance Incentive (P.I.) as admissible.	Eligibility Criteria
01	District Vigilance and Investigation Officer	05	Up to 45 years	Rs. 44,000/- + (P.I.)	Graduate in any discipline Experience- S/he must have minimum 3-5 years of full-time post qualification experience in investigation related field jobs, ex-servicemen preferred. <ul style="list-style-type: none">• Good communication skills, sharp and investigative mindset.• Knowledge of hospital billing practices desirable.

General Information and Instructions:

- i. The above post is purely temporary and co-terminus with the scheme. Canvassing in any form will render the candidate disqualified for the post.
- ii. Details of vacancy, eligibility, age, selection procedure etc. can be downloaded from the official website www.nhmodisha.gov.in.
- iii. The applications received for the above post 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 (objection invitation / different tests, notices), results etc. relating to recruitment.
- iv. The candidate has to enclose 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 which they are / were working, name of the post and nature of responsibility for assessing their experience.
- v. Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the selection process.
- vi. Candidates, who are already working in Health Department / Govt. sector either on regular or on contractual basis, have to submit **No Objection Certificate (NOC)** 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.
- vii. **Interested candidates fulfilling the eligibility criteria are to apply online through the above said website. Online application form will be available from 07.02.2025 to 20.02.2025 by 11.59 P.M. System generated application form duly signed by the candidate along with self-attested copies of all certificates and mark sheets in support of age, qualification & experience, any Identity Proof and one recent passport size colour photograph shall however be sent to the "Chief Executive Officer, State Health Assurance Society, A2 Block, 7th Floor, Toshali Bhawan, Satya Nagar, Unit-9, Bhubaneswar- 751007, District- Khordha, Odisha" so as to reach us on or before 03.03.2025 by (5.30 P.M.) through Registered Post / Speed Post / Courier only and the envelope containing the application should be superscribed clearly name of the post applied for.**
- 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. Application of over aged, under qualification & lack of post qualification experience candidates shall be rejected.
- x. The candidates securing 50% and more marks in interview shall be kept in the Panel with the validity of 01 year from the date of its approval.
- xi. Incomplete application in any form will be rejected. Non submission of certificates / documents along with the online application shall be liable for rejection.
- xii. 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 State Health Assurance Society, Odisha on administrative ground such as disobedience / poor performances / misbehavior / criminal activity etc. are not eligible to apply.
- xiii. This office will not be held responsible for any postal delay. **No application will be entertained after dt. 03.03.2025.** No personal correspondence / queries will be entertained. All Communication will be made through E-mail / official website / SMS.
- xiv. Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- xv. The undersigned reserves the right to cancel any or all the applications / post at any stage of recruitment process without assigning any reason thereof.
- xvi. The result of interview will be published in the **official website of NHM, Odisha.**

Sd/-
Chief Executive Officer
State Health Assurance Society, Odisha

Selection Procedure (Advt. No. 02/2025)		
Sl. No.	Name of the Post	Selection Procedure
01	District Vigilance and Investigation Officer	All the eligible applicants, fulfilling the eligibility criteria as per advertisement will be called for a Computer / Written Test after scrutiny. A merit list of candidates qualifying in the Computer / Written Test will be prepared and from amongst them in order of merit. Top few numbers of candidates shall be called for interview. Final merit list will be prepared on the basis of mark secured in the interview

Sd/-
Chief Executive Officer
State Health Assurance Society, Odisha