

**NATIONAL INSTITUTE OF HEALTH & FAMILY WELFARE**  
**Baba Gang Nath Marg, Munirka, New Delhi-110067**

National Institute of Health and Family Welfare is an Autonomous / Apex Technical Institute funded by the Ministry of Health and Family Welfare for promoting Health and Family Welfare Programmes in the country through Education & Training, Research & Evaluation, specialized services, consultancy and advisory service. This Institute has been appointed by MOHFW, GOI as a Nodal Agency for Coordination of all the Training Activities in the country under the National Rural Health Mission - Reproductive and Child Health Programme- II. The project is approved "in principle" till 31.3.2010. Under the above project NIHF has vacancies for certain posts of contractual staff.

The details are given below :

<b>Sr. No.</b>	<b>Designation</b>	<b>Qualification</b>	<b>Experience</b>	<b>No. of Posts</b>	<b>Salary (per month)</b>
1.	Consultant (Medical)	MD / DNB in PSM/CHA/ Obst & Gynae/ Pediatrics / Medicine from a recognized medical institute.	6 years teaching / training experience in a Medical College/ Training Institute / District Hospital in H&FW.	3	Rs. 30,000 – 40,000/-
2.	Consultant (MIS)	Masters in statistics from a recognized institute in India.	Minimum 10 years experience in monitoring and evaluation of large public sector welfare/ health related sector.	1	Rs. 30,000 – 40,000/-
3.	Consultant RO	Masters in Social Work (MSW)/ DPH/DHA/DGO/DCH/DHHM(IHMR)/BSc (Nur)/MBBS/Post graduate degree or higher in social sciences / rural management / nutrition/home sciences	3 – 5 years	2	Rs.25,000 – 35,000/-
4.	Technical Assistant	A. Graduate in Statistics, Biostatistics / Population Sciences/DHHM(IHMR), MPS (IIPS) with knowledge of SPSS/STATA/Statistical Packages	A. 1-3 years experience preferably in health sector	10	Rs.18,000 – 22,000/-
		B. Graduate, Diploma in Computer application / BCA Desirable: Knowledge of Tally, Photoshop, Hindi Typing and shorthand speed @80 w.p.m.	B. 3 years experience preferably in health sector.		
		C. Graduate preferably B.Com with knowledge of Tally Software and MS Office. Desirable: 1. PG Diploma in Finance. 2. Knowledge of Book finalization and Income Tax Returns. Experience: Three years work experience.	C. 3 years as Accountant in finance in Govt. Sector / NGO preferably in health sector		

NOTE:

1. Candidates applying for the post of Technical Assistant may clearly mention the category A/B/C.
2. Suitable start will be given in the salary range on the recommendations of the Selection Committee.
3. Experience can be relaxed for deserving candidates by the Selection Committee.

**Emoluments for Retired persons:**

Maximum salary as per DOPT is Rs. 20,000/- per month (consolidated)(pre-revised).

**Age limit:**

For Sr.No.1 to 3 is 55 years.

For Sr.No.4 is 40 years

There is no upper age limit for those applicants who are working in NRHM/RCH Project in NIHFWS. The age limit for Consultant (Medical) and Consultant (MIS) is below 62 years.

**Duration:**

Appointments will be initially for 6 months, extendable further.

**Place of Duty:** NIHFWS, New Delhi. The work will require extensive travelling to various districts of India. However the selected person may be posted in any state as per requirement.

Terms of Reference for various categories of Staff is enclosed at Annexure – I.

Interested and eligible candidates may apply for the above posts in prescribed proforma (Annexure-II). Applicants appearing for interview would have to make travel arrangements at their own cost. Completed applications alongwith photocopies of educational qualifications and experience certificates should reach to the Dy. Director (Admn.), National Institute of Health and Family Welfare, Baba Gang Nath Marg, Munirka, New Delhi – 110067 latest by **10<sup>th</sup> July, 2009**.

**DIRECTOR**

## NRHM/NUHM AT NIHF 2009-10

### Terms of Reference for various categories of staff- Sr. Consultant, Medical/Consultant Medical/Consultant MIS/Consultant Nursing/Consultant Management/Consultant (RO)

#### General

- To assist States in developing training plans based on realistic estimation of training load for each cadre.
- To assist the States in designing road map for achieving training planned in terms of number of training institutions required, number of trainers required and number of trained personnel coming out every quarter.
- To scrutinize CTP/ training plans in PIPs state-wise and institution-wise.
- To undertake monitoring visits to assess the quality of training especially skill training, implementation of training action plans and programme performance.
- To provide on site supportive supervision to the trainers, training institutes and also to the health facilities in following the desired protocols.
- To liaise and brief officers of MoHFW/States on successes, problems and issues based on the monitoring visits.
- To submit technical reports (including when necessary brief action points) on quality of training and programme performance based on field visit reviews to the Director/state/GoI/Programme Officers.
- To assist in preparing different training modules training material curriculum and guidelines etc in consultation with the faculty and programme divisions of GoI.
- To assist in preparing guidelines for accreditation of training institutions, health care facilities etc.
- To assist in developing prototype for database of trained manpower.
- To assist in developing checklist for monitoring training, infrastructure and service delivery in health care facility and assessing the same against norms of GOI.
- To help Director/Nodal Officer organize TOTs, Expert Committee meetings and other meetings and workshops as required from time to time.
- To assist the states in maintaining an updated record of State-wise functional facilities (FRUs and 24x7 PHCs etc.)
- To carry out any other relevant work assigned by the Director/Asstt. Nodal Officer/Nodal Officer.

## PROFORMA

1. Name of the post applied for :
2. Name of the candidate in full :
3. Address for correspondence  
With mobile phone and e-mail :
4. Date of birth and present age :
5. Present post held and name of  
Deptt./Section where working :
6. Educational Qualifications :
7. Details of employment :

Post Held	Name of Deptt./Section	From	To	Nature of duties performed

8. Any other relevant information :
9. Signature of the applicant with date :