

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

Walk-in-Test & Interview

National Institute of Health and Family Welfare is an Autonomous / Apex Technical Institute funded by the Ministry of Health and Family Welfare, GOI 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 the Ministry as a Nodal Agency for the overall management of two e-learning courses (Professional Development Course and Program Management Support Unit) and also for coordination of Training Management Information System (TMIS) at NIHFV under Reproductive and Child Health II project.

1. Name of the post: LMS Administrator cum IT Coordinator, e-Learning

No. of the post/s: One (1)

Educational Qualification:

M.C.A./B.E./B.Tech in Computer Science / Information Technology (IT)

or

Post Graduate in Computer Science / Information Technology (IT)

Experience:

Essential:

- At least **five years** of post qualification experience in administration and management of LMS on Moodle platform with sound knowledge of LINUX, MYSQL, PHP.
- A good understanding of mobile and internet technology and transfer of audio, video and text from computer to computer as well as interface with mobile technology.

Desirable:

- Experience in Health Sector.
- Experience in creating rapid e-learning courses using tools like Articulate, Adobe Presenter etc.

Emoluments: Between Rs.70,000 to Rs.90,000/- per month (consolidated).
Will depend on the education, knowledge and experience.

Age limit: Upto 40 years

2. Name of the post: Project Officer (IT), TMIS

No. of the post/s: Three (3)

Educational Qualification:

M.C.A./ B.Tech in Computer Science / Information Technology (IT)

Eligibility Criteria:

Essential:

- Candidate must have at least 2 years of experience on web based applications using ASP.NET with C# and Microsoft sql server.
- Candidate must be presently working on any web based project on ASP.NET with C#.
- Must have good knowledge of Microsoft Sql Server database with events, triggers, procedures, etc. and experience of handling large SQL server databases.
- Ability to complete all phases of software development life cycle including analysis, design, functionality, testing and support.
- Must have good knowledge of Java Script, jQuery, Ajax, web services and XML.
- Skilled in database design, requirements gathering and technical specification. .

Desirable:

- Experience in Health Sector.
- Experience of working on MVC architecture.
- Working knowledge of GIS integration into web based application.

Emoluments: Maximum Rs.45,000/- p.m.
Will depend on the education, knowledge and experience.

Age limit: Upto 40 years

Duration:

The posts are purely temporary and co-terminus with the project. Appointment will be initially for a period of 1 year from the date of appointment to be extended till financial year 2017-18.

Place of Duty:

NIHFW or MoHFW, New Delhi. The work will require traveling to various states/ districts of India.

Sl.No.	Name of the Post	Skill Test	Registration time	Date & Time of Walk in interview
1.	LMS Administrator cum IT Coordinator, e-Learning	-	9.30 a.m. – 10.30 a.m.	11/4/2016 at 9.30 a.m.
2.	Project Officer (IT), TMIS	11/4/2016 at 10.30 a.m.	9.30 a.m. – 10.30 a.m.	11/4/2016 at 9.30 a.m.

Note:

1. Interested candidates may appear for a Walk-in-Interview on the above date and time in the Office of the Dy. Director (Admn.), NIHFW, New Delhi along with detailed CV as per Performa enclosed and attested copies of age proof, qualifications and experience certificates, if any and original certificates for verification.
2. Candidates have to make their own arrangement for appearing in interview and no TA / DA will be paid to them.
3. NIHFW reserves the right to either fill up the post, or not without assigning any reason.
4. The candidates reporting after registration time will not be entertained. The application and certificate submitted at the time of registration will not be returned back to candidates.
5. The job responsibilities of the posts are given below.

Note: The Vacancy Notice for the post of LMS Administrator-cum-IT Coordinator, e-learning in the Institute advertised in the newspaper on 1/7/2015 stands cancelled due to administrative reasons.

DIRECTOR

Contract posts under e-Learning activity & TMIS of RCH-II project at NIHFW

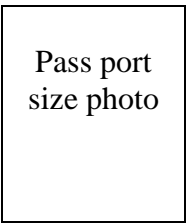
Job responsibilities for the post of **LMS Administrator cum IT Coordinator, e-learning:**

1. Overall management of the e-learning Professional Development Course(PDC) and Program Management Support Unit (PMSU) programmes on LMS platform
2. Service Level Agreement with IGNOU to establish Communication/Escalation protocol between NIHFW & IGNOU.
3. Customization of the LMS as per the requirements of MoHFW/NIHFW/states.
4. Follow-up with states for conducting Assessment for users who are yet to complete all the units of PDC & PMSU
5. Coordination with states regarding dates for conducting E-PDC & E-PMSU and exams
6. Approvals for new courses and yearly review of the existing courses
7. Participant course enrolment.
8. Act as an LMS Helpdesk
9. Support course launch activity in States
10. Generated weekly status report for states
11. Support Final assessment conduction for states
12. Publish final assessment exam results for states
13. Conduct transition training for states to ensure states can LMS queries Independently
14. Manage and facilitate training on the functionality of the LMS for NIHFW
15. Submit weekly status report of work assigned. Any other relevant work assigned by reporting authority.

Job responsibilities for the post of **Project Officer (IT), TMIS**

1. Designing and coding under the direct supervision of the team leader / program officer
2. He should be ready to take ownership / responsibility of the project, can work independently and under pressure.
3. Travel to States and districts (when required) to provide project related training to data managers and data operators at these levels.
4. Help the states in modifying the HR and training data of states available in excel format and bulk upload the same into the software.
5. Coordinate the help desk services to solve the state / district related issues involving TMIS data entry and report generation.

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1. Name of the post applied for : _____
2. Name of the candidate in full : _____
3. Father's Name : _____
4. Address for correspondence : _____
With mobile phone and e-mail : _____
5. Permanent Address : _____
6. Date of birth and present age : _____
7. Whether belongs to SC/ST/OBC : _____
(Please specify)
8. Educational Qualifications:

Sr. No.	Qualification	Board / University	Year of passing	Max. Marks	Marks obtained	Percentage (%)

Post held	Name of Deptt. / Organization	Salary drawn	From	To	Nature of duties performed

9. Details of employment:

10. Any other relevant information: _____

Signature of the applicant
Date: _____