

NATIONAL INSTITUTE OF HEALTH AND 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 Programmes – II. The project is approved till 31.03.2010 and continuation beyond 31.03.2010 is awaited. Under the above project NIHFW has vacancies for certain posts of contractual staff.

The details are given below :

Sr. No.	Name of the post	Qualification	Experience	No. of posts	Emolument
1.	Consultant (Finance)	MBA (Finance) or retired SAS passed officers	Minimum 8 years experience in a government or any other reputed organization in finance management of major programme / project	2	Rs.30000-65000 per month (consolidated)
2.	Consultant (Management)	Master's Degree in Personnel Management/ Health/Hospital Management/MBA in HR from a reputed recognized training institute/one of the Indian Institute of Management	Administrative experience for 3 years in a reputed institute/organization	1	Rs.30000-40000 per month (consolidated)
3.	Consultant (MIS)	Master's in Statistics / Demography / Population Sciences from a recognized institute in India	Minimum 8 years experience in a monitoring and evaluation in large public sector / health related sector. Experience in health sector is desirable.	1	Rs.30000-40000 per month (consolidated)
4.	Consultant (Medical)	MD / DNB /in PSM / CHA / Obst. & Gynae / Pediatrics / Medicine from recognized medical institute	6 years of Professional experience	1	Rs.30000-40000 per month (consolidated)
5.	Consultant (RO)	Masters in Social Work (MSW) / DPH / DHA / DGO / DCH / DHHM / B.Sc.(Nur) / MBBS / Master's in Population	3 – 5 years in the health sector	3	Rs.25000-35000 per month (consolidated)

		Sciences / Post Graduate degree or higher in Public Health Nutrition / Home Sciences etc.			
6.	Technical Assistant (B)	Graduate, Diploma in Computer Application / BCA Desirable: Knowledge of Tally, Photoshop, Hindi Typing.	3 years experience preferably in health sector	1	Rs.18000-22000 per month (consolidated)

- NOTE:**
1. Suitable start will be given in the salary range on the recommendations of the Selection Committee.
 2. The selection committee can recommend relaxations of experience for in case of deserving candidates.

Emoluments for retired persons:

1. Age limit and salary for contractual retired employee is as per the GFR provision.

- Age limit:**
1. For Sr. No. 1-4 Consultant (Finance), (Medical), (Management) and (MIS) - 55 years.
 2. For Sr. No. 5 Consultant (RO) - 50 years.
 3. For Sr. No. 6 Technical Assistant (B) - 40 years.

Duration: Appointment will be initially for a period upto 31.3.2010, extendable further based upon performance subject to project continuation.

Place of Duty: NIHF, New Delhi. The work will require extensive traveling 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. Complete applications **alongwith attested photocopies of educational qualifications and experience certificates** should reach to the Dy. Director (Admn.), National Institute of Health and Family Welfare, Baba Ganga Nath Marg, Munirka, New Delhi-110 067 **latest by 12.01.2010**. Incomplete application will be rejected. NIHF reserves the right to either fill up all the posts or some or none of them without giving any reason.

DIRECTOR

Contract posts under NRHM Training project at NIHF

Term of reference for various categories of staff – Consultant (Finance) Consultant (Medical) / Consultant (MIS) / Consultant (Management) / Consultant (RO) and Technical Assistant (B).

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 Officer.

To assist in preparing different training modules training material curriculum and guidelines etc. in consultation with the faculty and programme divisions to the 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 :