

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JHARSUGUDA**

**ADVERTISEMENT**

Adv No: 7664

Date: 19/11/18

**Walk – in – Interview**

Applications are invited through walk in interview as mentioned below for filling up the following posts of RNTCP under ZSS, Jharsuguda on contractual basis with monthly remuneration as noted against each and subject to renewal as per OSH & FW Society and District Health Society term and condition.

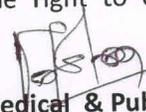
SL.No	Name of the Post	Base Remuneration (in Rs.)	Date of Registration / Interview
01	Senior Treatment Supervisor (STS)	15800/- PM+ other allowances as per PIP	Date of interview <u>04/12/2018</u>
02	RNTCP Lab Technicians/ Sputum Microscopist	11562/- PM+ other allowances as per PIP.	Registration – 10 am to 11.30 am
03	Accountant	Rs.15215/- PM+ other allowances as per PIP.	

Venue: O/o the CDM & PHO Jharsuguda

Registration timing will be from 10.00 A.M to 11.30 A.M only on walk-in-interview date

**Candidates are not allowed to appear in the interview after due date and prescribed registration time i.e 10.00 A.M to 11.30 A.M**

Application form along with terms and conditions can be downloaded from the district official website [www.jharsuguda.nic.in](http://www.jharsuguda.nic.in). All the interested candidate shall attend the walk-in-interview on the above mentioned date, time and venue. The authority reserved the right to cancel any or all the application without assigning reason thereof

  
19.11.18  
Chief District Medical & Public Health Officer,  
Jharsuguda  
Date: 19.11.2018

Memo No: 7665

Copy forwarded advertisement manager, The SAMAJ, The PAMAYA , Sambalpur for one time publication of advertisement preferably on dt- 21/11/18 and submit the bill for payment.

Copy to DIO, NIC Jharsuguda for publication in the district website.

Copy to Notice Board District Headquarter Hospital Jharsuguda.

  
19.11.18  
Chief District Medical & Public Health Officer,  
Jharsuguda

**OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER, JHARSUGUDA**

**AT- MALIMUNDA, JHARSUGUDA, PO/DIST- JHARSUGUDA, PIN-768204, ORISSA**

Advt.no 7663

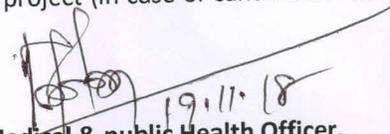
Date: 19/11/18

Applications are invited from the eligible candidates for filling of the following posts under ZSS RNTCP, Jharsuguda for a period of eleven months on contractual basis and subject to renewal as per the society norm. The minimum age limit is 21 years and maximum age limit is 65 years. Application form and details TOR can be downloaded from the official website i.e www.Jharsuguda.nic.in. Performance incentives and other benefits are also admissible for all posts as per norms and orders issued there under from time to time. ORV act will be applicable as per Govt. Rules prevailing at the time if selection. Preference will be given to the candidate belongs to the Jharsuguda District.

Sl no	Name of the Post	Vacancy	Monthly base Remuneration (in Rs.)	Qualification
01	Senior Treatment Supervisor (STS)	01	15800/- PM+ other allowances as per PIP	<p><u>Essential Qualification</u></p> <ol style="list-style-type: none"> <li>Bachelor's Degree Or Recognized sanitary inspector's course</li> <li>Certificate course in computer operation (minimum 2 month)</li> <li>Permanent two wheeler driving license &amp; should be able to drive two wheeler.</li> </ol> <p><u>Preferential Qualification</u></p> <ol style="list-style-type: none"> <li>Tuberculosis Health Visitor's recognized course.</li> <li>Govt. recognized degree/ diploma in Social work or Medical Social work</li> <li>Successful completion of basic training course (Govt. recognized) for multipurpose Health workers.</li> </ol>
02	RNTCP Lab Technicians/ Sputum Microscopist	01 (ST-01)	11562/-- PI	<p><u>Essential Qualification</u></p> <ol style="list-style-type: none"> <li>Intermediate (10+2) And Diploma course in Medical Laboratory Technology or equivalent from recognized institution having AICTE approval</li> </ol> <p><u>Preferential Qualification</u></p> <ol style="list-style-type: none"> <li>One year experience in RNTCP or Sputum Smear microscopy</li> <li>Candidates with Higher Qualification (for example Graduates) shall be preferred.</li> </ol>
03	Accountant	01	Rs.15215/- + pi.	<p><u>Essential Qualification</u></p> <ol style="list-style-type: none"> <li>Graduate in Commerce with 50% mark is aggregate.</li> <li>Basic knowledge in computer and Two years of experience in Maintenance of accounts on double entry system in recognized society and institution</li> <li>Experience in working with Accounting software for at least 2 years</li> </ol> <p><u>Preferential Qualification</u></p> <ol style="list-style-type: none"> <li>Familiarity with audit in a recognized society or institution.</li> <li>MBA/ PGD in financial management.</li> </ol>

**General Information and Instruction:**

1. Interested candidate fulfilling eligibility criteria are requested to downloading the application format available in district website <http://jharsuguda.nic.in> and the filled in prescribed application duly signed by the candidate along with self attested copies of all supportive & to attend the walk in interview on dt- 04/12/2018 to The Chief District Medical Officer DHH, Jharsuguda(Registration time (10.00 am to 11.30 am).
  2. Those candidates who are presently working in any Govt. Service has to produce "No Objection Certificate" from their Head office /Employer along with the duly filled in application form.
  3. The candidates who have been disengaged from the department on administrative ground such as Disobedience / Poor performance / Misbehavior / Criminal Activities etc are not eligible to apply.
  4. No personal correspondence / enquiry will be entertained in this matter. The Procedure for selection of candidate for all the above mentioned posts is by merit and interview. No TA/DA will be allowed for the candidates attending the interview.
  5. If any candidate is found to have suppressed any material information or furnished false information / documents, his or 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 for with.
  6. The positions are purely temporary & co-terminus with the programme.
  7. The contractual period of engagement will be as per guideline of NHM/ State Health & FW Society.
  8. Selection of candidate will be made as per the selection procedure for recruitment of contractual staffs working under RNTCP vides L.No 1393 (30)/TB Cell dt- 06/08/2015.
  9. Candidates are not allowed to appear in the interview after due date and prescribed registration time 10.00 am to 12.00 pm.
  10. The age will be calculated as on date of advertisement.
  11. Permanent two wheeler driving license will be considered if it is issued by concerned RTO on or before of the date of advertisement with validity. Neither any Learner's License nor any undertaking thereto shall be considered.
  12. Experience may be defined as the experience from similar field in supervisory posts in Govt Health establishment/ Govt. Programme with RNTCP related working experiences such as: Nikshya Tools/ DP Monitoring & Supervisions etc. with due certification from the employer having valid issue no / date/ Seal/ Letterhead for complete year (s) will only be given weightage.
  13. In case of any controversy, the modalities finalized by the selection committee will be considered final.
  14. Number of Vacancies / Remuneration as mentioned under this advertisement may vary at the time of actual engagement.
  15. The undersigned reserve the right to cancel advertisement at any stage of recruitment process without assigning any reason thereof
- The following documents are to be attached with the application form.
1. Self attested photocopy of valid nativity/ Residential certificate.
  2. Self attested photocopy of certificates mark sheets of all qualifying examination.
  3. Self attested photocopy of valid permanent two wheeler driving license in case of STS.
  4. Two self addressed envelop (size 4.5"X 9.5") with Regd. Letter postage stamped.
  5. Two recent passport size photographs. (One should be paste in the application form).
  6. Valid caste certificate as well as person with Disability (PWD) certificate required for PWD candidates to avail the age relaxation as per the Govt Rule.
  7. Work certificate, date of joining &date of retrenchment from the project (in case of candidates who are availing benefits of the previous projects etc)
  8. Experience certificate if any.

  
19.11.18  
Chief District Medical & public Health Officer,  
Jharsuguda



# APPLICATION FORM

Applied for the post :		Self Attested Photograph to past here
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1. First Name:	Last Name:
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2. Date of Birth:	3. District of Domicile:	4. Sex:
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5. Please mention if SC/ ST/ OBC/General:-

6. Present Contact Address:	7. Permanent Telephone No: (STD Code) Number
Permanent Contact Address:	8. Present Telephone No: (STD Code) Office number

9. Email Address:	10. Mobile No.:
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11. Languages spoken/ written:	
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12. Education: High school onwards, please list all your qualifications

Degree	Institute/Board & Location	Year	Mark			Full/Part Time/ Distance Learning
			Full Mark	Marks Secure	%	
Matriculation						
+2 / 12 <sup>th</sup>						
MBBS/Graduation						
P.G (Specialisation)						
Other ( Additional row may be added)						

14. Employment Record:

Total years of post qualification experience :

Years of experience in the Development Sector / NGO :

Years of experience in Government :

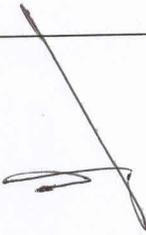
15. Details of Employment: (Use separate sheets if required).

Starting with your present employment, list in reverse order all the employments you have had.

<b>15 A. Current Employment:</b>		
From Month / Year	To Month / Year	<b>Designation</b>
	<b>Till date</b>	
Location of Employment:		
Description of your duties:		
<b>15 B. Previous Employment:</b>		
From Month / Year	To Month /	<b>Designation</b>
Location of Employment:		
Description of your duties:		
Date :		
Place :		<b>Signature of the Applicant</b>

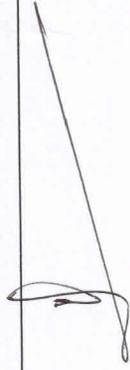
**Revised National Tuberculosis Control Program (RNTCP)  
Terms of Reference (TOR) for Appointment of Individual Consultants and Contractual Staff**

12	<b>Accountant</b>	<ol style="list-style-type: none"> <li>Graduate in commerce</li> <li>Two years of experience in Maintenance of accounts on double entry system in a recognized Society or Institution</li> <li>Experience in working with Accounting software for at least 2 years</li> </ol>	<ol style="list-style-type: none"> <li>Familiarity with audit in a recognized society or institution</li> <li>MBA/PGD in Financial management</li> </ol>	<ol style="list-style-type: none"> <li>To handle all matters relating to accounts, budgeting and finance and management of accounting procedure pertaining to RNTCP in the district.</li> <li>Coordinating with the finance personnel at DPMU with a view to ensure submission of consolidated financial reports like FMR, SFP</li> <li>Accurate and timely submission of monthly/quarterly report on expenditure.</li> <li>Preparing annual and quarterly budgets for the district.</li> <li>Ensuring that adequate internal controls are in place to support the payments and receipts.</li> <li>Ensure audit of accounts of RNTCP by the auditor appointed by the State/District Health Society</li> <li>To facilitate change management with respect to use of ICT &amp; Nikshay tools for concerned data entry, validation &amp; its use for public health action</li> <li>Prepare the plan of expenditure and facilitate its execution</li> <li>Arrange accounts for audit and extend required help in the audit of the accounts</li> <li>Ensure preparation and timely submission of the SOE, UC, Audit reports.</li> <li>Any other job assigned as per program need.</li> </ol>
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**Revised National Tuberculosis Control Program (RNTCP)  
Terms of Reference (TOR) for Appointment of Individual Consultants and Contractual Staff**

8	<b>RNTCP Lab Technician/ Sputum Microscopist</b>	<p>1. Intermediate (10+2) and Diploma or certified course in Medical Laboratory Technology or equivalent.</p>	<p>1. One year experience in RNTCP Sputum microscopy 2. Candidates with Higher qualification (for example Graduates) shall be preferred</p>	<ol style="list-style-type: none"> <li>1. Follow the standard operating procedures for sputum smear microscopy, including sputum collection, smear-making, staining and reading the smears, etc.</li> <li>2. Maintain the Laboratory Register and report the results to the Medical Officer managing the patient.</li> <li>3. Coordinate with other staff to ensure that patients with productive cough for two weeks or more and symptomatic contacts of TB patients undergo sputum examination and receive sputum containers and necessary instructions.</li> <li>4. Promote AFB microscopy as primary tool for diagnosis of TB.</li> <li>5. Assist the MO-PHI in identification of MDR-Suspect and ensure collection and transportation of sputum specimens for Culture and DST as per guidelines.</li> <li>6. Organize and supervise the disposal practices of contaminated lab material as detailed in the Laboratory Manual.</li> <li>7. Assist STLS in implementation of RNTCP Lab Quality Assurance</li> <li>8. Assist in implementation of new TB Diagnostic Tools in RNTCP</li> <li>9. To facilitate change management with respect to use of ICT &amp; Nikshay tools for concerned data entry, validation &amp; its use for public health action</li> <li>10. Any other job assigned as per program need</li> </ol>
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**Revised National Tuberculosis Control Program (RNTCP)  
Terms of Reference (TOR) for Appointment of Individual Consultants and Contractual Staff**

6	<b>Senior Treatment Supervisor (STS)</b>	<ol style="list-style-type: none"> <li>Bachelor's Degree OR Recognized sanitary inspector's course</li> <li>Certificate in computer operation (minimum 2 months)</li> <li>Permanent two wheeler driving license &amp; should be able to drive two wheeler</li> </ol>	<ol style="list-style-type: none"> <li>Tuberculosis health recognized course</li> <li>Govt. recognized degree/ diploma in Social work or Medical Social work</li> <li>Successful completion of basic course training (Govt. recognized) for Multi-purpose health workers</li> </ol>	<ol style="list-style-type: none"> <li>Assist DTO and MOTC to carry out all TB control activities under RNTCP including PMDT, TB/HIV coordination and PPM.</li> <li>Coordinate with all concerned to ensure that all contacts of sputum positive patients are screened for TB</li> <li>Assist the MO-PHI in organizing DOT services for TB patients in his/her assigned TU</li> <li>Ensure retrieval of defaulters as per schedule.</li> <li>Maintain the TB Register, incorporating required information with respect to all cases diagnosed in the Block/TB Unit; ensure notification of TB Cases in his/her assigned TB Unit</li> <li>Supervise referral and feedback/transfer-in &amp; out activities for TB patients in assigned TB Unit</li> <li>In close coordination with STLS, assist MOTC in preparation of Quarterly Reports on case finding, sputum conversion &amp; treatment outcome, Programme Management and submission to the DTO.</li> <li>Supervise each PHI in the area at least once every month, on a systematic schedule.</li> <li>Assist DTO and MOTC in ensuring regular supply of drugs and other logistics to all PHIs in the Block/TB Unit.</li> <li>Ensure maintenance of RNTCP Drug Stock Register at all stocking points; Monitoring of consumption of drugs with respect to their shelf life and ensure that no drugs get expired.</li> <li>Retrieve unconsumed medicine boxes of patients who have defaulted/died/transfer out etc. and assist in reconstitution of medicine boxes at the district level</li> <li>Visit all patients at home before registration and provide health education and counseling to the patients and family.</li> <li>Facilitate organizing patient provider interaction meetings and community meetings.</li> <li>To facilitate change management with respect to use of ICT &amp; Nikshay tools for concerned data entry, validation &amp; its use for public health action</li> <li>Assist PMDT Coordinator by providing line-list of DR-TB suspects and updating the TT cards of MDR-TB patients on a fortnightly basis, in coordination with STLS</li> <li>Identify and facilitate the training of recognized DOT Providers</li> <li>Any other job assigned as per program need</li> </ol>
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