

**Ministry of Health & Family Welfare,  
Nirman Bhawan, New Delhi-110108**

**RECRUITMENT OF STAFF FOR DIVISION OF NON-COMMUNICABLE DISEASES**

The Ministry of Health & Family Welfare is implementing National Programme for Prevention & Control of cancer, Diabetes, Cardiovascular Diseases & Stroke (NPCDCS) throughout the country during the 12<sup>th</sup> Plan. This programme up to district level is covered under National Health Mission (NHM). For planning, coordination, capacity building and monitoring of various activities under NPCDCS, the Ministry invites applications from eligible candidates for the following **contractual posts:**

S.No	Position	Qualifications (from a recognized Institute/University)	Minimum Experience	Remuneration per month (Rs).
1	National Programme Coordinator	PhD in Health Science or MD in Community Medicine /Any other Discipline)	5 years of experience preferably in National Health Programmes	80,000-100,000
2	Epidemiologist	MBBS, MD in Community Medicine/ Community Health Administration or Masters in Public Health	3 years preferably in National Health Programmes	60,000-80,000
3	Consultant (Training)	MBBS, MD in Community Medicine/ Community Health Administration or Masters in Public Health (MPH)	3 years in teaching/ training	60,000-80,000
4.	Consultant (Monitoring & Evaluation)	Master Degree in Epidemiology, Demography, Biostatistics or Masters in Public Health (MPH)	3 years desirable in Health sector	60,000-80,000
5	Consultant (Public Health) (2)	MPH or MBA (Health Care/Health Financing) or Equivalent	3 years preferably in National Health Programmes	60,000-80,000
6	Consultant (Health Promotion/ IEC)-2	PG Degree/Diploma in Mass Communication or equivalent	2 years in Media	50,000-60,000
7	Consultant (Management Information System)	MCA or B.Tech (Computer Science/IT) or BE(IT) or equivalent	2 years preferably in health sector	50,000-60,000
8	Accountant	B.Com with computer knowledge in tally or equivalent	1 year of experience in accounting preferably in health sector	25,000-35,000
9	Logistic Manager	Postgraduate in any discipline	1 year of Experience in procurement / logistic management	25,000-35,000
10	Data Analyst (2)	Graduate with Diploma/degree in Computer Applications/	2 years of experience preferably in health sector	20,000-30,000

**Notes:**

- Applicants for all posts should be conversant with the use of computers in word processing, worksheets for data compilation, basic analysis, internet use and presentations.
- The applicants should be able to tour extensively for monitoring and supervision.
- Age limit: up to 55 years as on 31<sup>st</sup> January 2014
- Tenure: One year likely to continue till March 2017. Extension will be subject to satisfactory performance.
- Place of duty shall be New Delhi.
- The remuneration shall be fixed in the range given, depending upon qualification and experience.

Eligible candidates shall be required to submit application in prescribed form, which can be downloaded from the website of Ministry of Health & FW ([www.mohfw.nic.in](http://www.mohfw.nic.in)) dully filled up with copies of certificates of qualifications, experience duly attested by a Gazetted Officer. All original documents must be brought for verification at the time of interview.

Application form should be submitted at the address given below latest by **31<sup>st</sup> January 2014**

Under Secretary (NCD), Room 434-C Wing, Ministry of Health & Family Welfare, Nirman Bhawan, New Delhi-110108

Ministry of Health & Family Welfare, Nirman Bhawan New Delhi – 110108

Recruitment of staff for Non-communicable Diseases (NCD) Division

APPLICATION FORM

To be filled by office only

Name of the post. \_\_\_\_\_

Post applied for \_\_\_\_\_

1. Name of the Applicant : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Date of Birth : \_\_\_\_\_
4. Gender : M/F : \_\_\_\_\_
5. Educational Qualification : \_\_\_\_\_

S. No	Academic / Professional Qualification	Name of Institution	Board / University	Course Duration Yr. of Passing out	Division / Grade / % of Marks

6. Experience:

S. No.	Designation	Name of Institution / Employer	From ---- to	Field of Experience	Salary drawn

7. Training / Short Course attended :

8. Award and / or Outstanding Achievements:

9. Contact Details:

a. Mailing Address : \_\_\_\_\_

b. Permanent Address : \_\_\_\_\_

- c. Telephone Number (Res) \_\_\_\_\_( Mob) \_\_\_\_\_  
d. Email –ID \_\_\_\_\_

10. Documents to be enclosed : Duly attested by Gazetted Officer(please Tick)

1. Degree / Diploma / Certificate ( )
2. Experience Certificates ( )
3. Age Proof ( )
4. Any Other ( )

11. Undertaking :

I hereby certify that all the information given above is true to the best of my knowledge. If any of the above information is found to be incorrect at a later stage, I shall be liable to be disqualified / terminated from the service.

Date : \_\_\_\_\_

Place : \_\_\_\_\_

Signature of the Applicant