

Terms of Reference
Consultant- Finance (PM-ABHIM), MoHFW

National Health Systems Resource Centre (NHSRC), New Delhi on behalf of Ministry of Health & Family Welfare is seeking applications from qualified candidates for the above mentioned post purely on contractual basis.

Responsibilities:

- Monitoring the submission of Statement of expenditure (SOE) and other financial report from the Institutes, undertake analysis and provide feedback on the trend of funds allocation, release and expenditure.
- Monitoring the statutory audit process, timely receipt of consolidated audit reports and utilization certificates, examination thereof and obtaining compliance from the Institutes.
- Follow-up with implementing entities to ensure up-to-date accounting and record keeping to reflect the actual expenditure and fund position.
- Oversee data consolidation, generation of financial MIS reports quarter and year-wise and comparative statements with reference to allocation, release and expenditure.
- Facilitate electronic transfer of funds to the Institute/Implementing agencies Through treasury Route, Website updation and maintenance for centralized fund transfer data-base for all.
- Compilation of component-wise funds utilization data for various components.
- Provide support and handholding for furthering the implementation of Public Financial Management System (PFMS) by implementing agencies.
- Coordination with creditors financial management team on related matters.
- Provide information and data support regarding parliament Questions/Committees, RTI, VIP reference, CAG & DGACE audits etc. From time to time.
- Undertake any other activities/tasks from time to time as assigned by the MOHFW and reporting officer.

Essential Qualification /Requirements:

- MBA (Finance)/Master Degree in Commerce/Accounts /PGDBM/PGDBA (Finance) from a recognized Institution
- Minimum 5 years of experience in Government sector, including preparing, implementing PFMS and handling of budgets and finance related activities including coordination with external agencies and other government departments.
- Experience of working in Health Schemes of Government of India and State Govet
- Working knowledge of PFMS and computer.

Contract period:

The candidate selected after a short listing process including personal interview of short listed candidates, would be considered for engagement purely on contract basis initially for a period on one year, extendable subject to satisfactory performance maximum upto the period of scheme.

No. of position: One.

Location: Delhi

Other Conditions: As per extant GoI/MOHFW

Age Limit: Maximum 45 years (As on last date of receiving application)

Remuneration: Rs 60,000/- per month.

How to apply: Candidates are requested to fill the online application correctly which is available on the NHSRC website (<http://nhsrcindia.org>). Applications will be accepted in the prescribed online application format only. The last date for receiving applications is **09 Aug 2023** .
