

**ZILLA SWASTHYA SAMITI, KHORDHA****OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER cum DMD, KHORDHA****Department of Health and Family Welfare, Govt. of Orissa**No **8983**Dt. **21/8/19****NOTICE****ADVERTISEMENT FOR CONTRACTUAL ENGAGEMENTS****Walk-in-Interview**

Walk-in-Interview will be conducted as scheduled below for filling up the following post under National Health Mission, Khordha for a period of 11 month on the contractual basis with monthly remuneration as noted against each and subject to renewal as per OSH&FW Society terms and conditions. The above position is purely temporary and co-terminus with the scheme.

| Sl. No | Name of the Position | No of Vacancy | Age as on 01.08.19 | Monthly Remuneration (in Rs.) | Date of Registration/ Interview | Eligibility Criteria |
|--------|--|---------------|--|-------------------------------|---------------------------------|---|
| 1 | Medical Officer -SNCU | 03 | Upper age limit is 65 years as on 01.08.2019 | Rs. 50,400/- | 28.08.2019 | MBBS preferably having experience of working in Paediatric ward for 2 years. Through MD (Paediatrics)/DCH are preferable. |
| 2 | Pediatrician, DEIC | 01 | | Rs. 63,000/- | | The candidate must have passed MBBS degree an institution recognized by Medical Council of India with M.D. in Paediatrics/ Diploma of National Board in Child Health / Diploma in Child Health from any recognized University/ Institution. S/He must have valid registration from the Odisha Council of Medical Registration. |
| 3 | Medical Officer, RNTCP (Medical College) | 03 | | Rs. 48,510/- | | The candidate should be a MBBS or equivalent degree from an Institution recognized by Medical Council of India. Must have valid registration from the Odisha Council of Medical Registration. Must have completed compulsory rotator internship. Preference- Diploma / MD Public Health/ PSM/ Community Medicine/ CHA/ Tuberculosis & Chest Diseases. One year Experience in RNTCP, Basic knowledge of computers. |
| 4 | Medical Officer –NCD Clinic, NPCDCS | 01 | | Rs. 50,400/- | | MBBS degree from an Institution recognized by Medical Council of India. Must have valid registration from the Odisha Council of Medical Registration. Candidates having post qualification experience of working in hospital will be preferred. |
| 5 | Programme Officer, DMHP | 01 | | Rs. 50,400/- | | MBBS degree from an Institution recognized by Medical Council of India. Must have valid registration from the Odisha Council of Medical Registration. Preference will be given to qualified Psychiatrist with MD/ Diploma of National Board in Psychiatry / Diploma in Psychiatric Medicine / MD in Medicine and those having post qualification experience in health sector. |
| 6 | Optometrist (DEIC under RBSK) | 2 | | Rs. 12,789/- | | Diploma in Optometry from recognized University/ Institution or trained as Ophthalmic Assistant from a recognized Govt. Hospital/ Institution. Candidates having Master/Bachelor Degree in Optometry will be given preference. |
| 7 | Dental Technician (DEIC under RBSK) | 1 | | Rs. 11,011/- | | Diploma in Dental Technology from recognized Institution. Preference will be given to candidates having at least 2 years post qualification experience in related field. |

**CDM&PHO cum District Mission Director,
Khordha**



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OFFICE OF THE CHIEF DISTRICT MEDICAL & PUBLIC HEALTH OFFICER cum DMD, KHORDHA
Department of Health and Family Welfare, Govt. of Orissa

No

Dt.

Venue:- DTU, Office of Chief District Medical & Public Health Officer-cum-District Mission Director, Khordha, Dist.-
Khordha, Pin – 752055, Odisha. Date of Registration/ Interview-28.08.2019.

General information and Instructions:-

- i. Candidates fulfilling the eligibility criteria may appear for registration in between 10.30 A.M. to 12 Noon and consequently for Interview if eligible, on the date as mentioned against the post. No registration will be allowed in any case after scheduled date & time of registration. After short listing basing on the required eligibility criteria, the candidates will be required to stay back for interview. If the number of candidates registered and shortlisted will be high, then the interview will be continued for other dates, which will be notified to the candidates on the date of registration.
- ii. Candidates are required to come for interview with duly filled in application in prescribed format, available in the district website: www.khordha.nic.in and bring all certificates / testimonials, in original and a set of self attested photocopies of the same, in support of age, qualification and experience etc., for verification. Candidates are also required to bring two recent passport size colour photographs and self photo ID proof (Voter ID card / PAN card / Driving License / Aadhar card / Passport). Incomplete application in any form will be rejected.
- iii. The candidate has to exhibit requisite documents / experience certificates which shall clearly establish his/her eligibility as per conditions as above, without which his/her candidature shall be rejected. The experience certificate of the Employer/s must clearly specify the period of incumbency, name of the post and nature of responsibility.
- iv. Details of vacancy, eligibility, ToR, age, application form etc. can be downloaded from the district website (www.khordha.nic.in).
- v. Candidates must have passed Odia up to M.E. Standard
- vi. All positions are contractual in nature for a period of 11 months, which can be extended depending upon requirement and suitability.
- vii. Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the interview/selection process.
- viii. In case the marks obtained are in the form of CGPA, OGPA, DGPA, GPA, CPI etc., a certificate for conversion as applicable to percentage of marks shall be submitted at the time of submission of application form. Certification towards AICTE / UGC recognition of Institutions / Universities shall also be submitted at the time of submission of application form, wherever applicable, without which the application shall not be considered & shall be rejected.
- ix. Candidates who are over aged, under qualified, not having requisite percentage of marks, not having requisite experience etc. need not apply.
- x. Candidates, who are already working in Health Department either on regular or on contractual basis, have to submit No Objection Certificate (NOC) from the employer (appointing authority) at the time of interview, without which they will not be eligible for appearing interview. NOC issued by any other authority other than appointing authority will not be accepted. NOC must be specific for the post, S/He applying and must be issued subsequent to issue of the advertisement.
- xi. If any candidate is found to have suppressed any material information or furnished false information / documents, his/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 forthwith. Candidates who have been disengaged earlier from the OSH&FW Society on administrative ground such as disobedience / poor performances/ misbehavior/ criminal activity etc. are not eligible.
- xii. No personal correspondence / queries will be entertained. All communication will be made through e-mail / official website / Notice Board. Canvassing in any form will render the candidate disqualified for the position.
- xiii. The panel for above positions shall also remain valid for similar post / in other programmes under NHM ambit with same educational qualification and same remuneration, as will be decided by the Society.
- xiv. Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- xv. The undersigned reserves the right to cancel this advertisement for contractual recruitment at any stage of recruitment process without assigning any reason thereof.
- xvi. The result of walk-in-Interview will be published in the district website (khordha.nic.in).


CDM&PHO cum District Mission Director,
Khordha



No

Dt.

APPLICATION FORM

| Post Applied for | | | | | Photograph | |
|---|----------------------------|--------------------------|-------------|--|------------|--------------------------------------|
| 1. First Name: | | | Last Name : | | | |
| 2. Date of Birth: | | 3. District of Domicile: | | 4. Gender: | | |
| 5. Please mention if SC/ ST/ OBC: General | | | | | | |
| 6. Present Contact Address: Permanent Contact Address: | | | | 7. Permanent Telephone No: (STD Code) Number | | |
| | | | | 8. Present Telephone No: (std code) Office number | | |
| 9. Email Address: | | | | 10. Mobile No.: | | |
| 11. Languages spoken/written: | | | | Oriya, English, Hindi | | |
| 12. Education: High school onwards, please list all your qualifications | | | | | | |
| Degree | Institute/Board & Location | Year | Marks | | | Full/Part Time/ Distance Learning |
| | | | Full Mark | Marks Secured | % | |
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Department of Health and Family Welfare, Govt. of Orissa

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| | | |
|--|--------------------|-------------|
| 13. Employment Record: | | |
| Total years of post qualification experience : | | |
| Years of experience in the Development Sector / NGO : | | |
| Years of experience in Government : | | |
| 14. Details of Employment: (Use separate sheets if required). | | |
| Starting with your present employment, list in reverse order all the employments you have had. | | |
| 15 A. Current Employment: | | |
| From Month / Year | To Month / Year | Designation |
| | | |
| Location of Employment: | | |
| Description of your duties: | | |
| 16. Previous Employment: | | |
| From Month / Year | To Month / Year | Designation |
| | | |
| Location of Employment: | | |
| Description of your duties: Hardware, Data entry & every works in Internet | | |
| Date | | |
| <i>Signature of the Applicant</i> | | |

Note:

Documents to be attached in the application.

1. Self attested copy of all academic certificates and marks sheets.
2. Two copies of passport size colour self attested photograph to be submitted along with the application.
3. An undertaking regarding one spouse living in case of married.

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28/19

Terms of Reference

Paediatrician, DEIC

Job responsibilities:

- a. He/she will work closely with DEIC team members & Nodal Officer, RBSK.
- b. His/her Primary responsibility will be to screen on '4D' approach (i.e. Defects at Birth, Deficiencies, Childhood Disease & developmental delay with Disabilities), provide necessary referral services to the referred children, in coordination with respective paediatrician of the system & other DEIC team members.
- c. He/she will access the growth & development, nutritional aspects, Neurological problems, developmental assessment of the children. Also conduct detail neurological examination and investigations in case of children with special needs to focus on the causative and prognostic factors prior to undertaking individualized intervention programmes.
- d. He/she will plan to provide Composite health care services i.e. nutritional care, ensure child development through early intervention services, Treatment of medical illnesses and associated abnormalities, Genetic counselling, Anticipatory guidance, Follow up and progress evaluation services etc.
- e. He/she will support the Paed. Spl of DHH in screening the cases by visiting all newborn at DHH & admitted cases at SNCU/ NBSU, NRC and indoor patients at DHH.
- f. Ensure that every pre-term/ sick born child with Low Birth Weight, children with birth defects, referral with developmental delay & disabilities are followed up.
- g. Facilitate referral of identified cases to tertiary care institution following the due process.
- h. Periodic follow up of referral cases and post test examinations/confirmatory test.
- i. If required, he/she will have to visit camps organised organized under RBSK at other Blocks in the District.
- j. All files related to RBSK activities to be moved through RBSK Manager and nodal officer, DEIC/RBSK.
- k. Provide technical guidance to RBSK manager for management referral cases, preparation of child wise treatment plan, child wise progress made and further follow up action required on monthly basis.
- l. Perform all duty as per RBSK mandate. In addition, should do any other duty assigned by the authority as and when required.

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

| | | | | |
|---|---|--|--|---|
| 2 | Medical Officer (RNTCP), Medical College | 1. MBBS or equivalent degree from institution recognized by Medical council of India; Must have completed compulsory rotatory internship | 1. Diploma / MD Public Health/ PSM/Community Medicine/ CHA/Tuberculosis & Chest Diseases 2. One year experience in RNTCP 3. Basic knowledge of computers | 1. To assess the training needs and facilitate sensitization of the medical college faculty members, PGs, interns and paramedical staff. To maintain department-wise details of diagnosis and referral of TB patients to RNTCP single window system and present them in the core committee meetings. 2. To categorize and start patients on treatment from the medical college DOT centre when indicated. 3. Assist the chairman, RNTCP Core Committee in establishing systems for TB Surveillance(MIS & Notification) 4. To coordinate service linkages related to TB-HIV, Paediatric TB & co-morbidities 5. To prepare monthly and quarterly reports on program management and logistics in the medical college. 6. To refer patients for treatment out of the medical college with necessary documents when indicated. 7. To transfer-out patients registered in the parent TU of medical college when indicated. 8. To collect and compile the feedback on the referred and transferred patients and intimate to the concerned department/District. 9. To prepare necessary documents for the core committee meetings, minute the meeting and send to the District TB Officer. 10. To supervise the TBHV and RNTCP Lab Technician of medical college. 11. To coordinate with the DTC for necessary logistic support to the medical college RNTCP unit 12. To facilitate change management with respect to use of ICT & Nikshay tools for concerned data entry, validation & its use for public health action 13. Any other job assigned as per program need |
|---|---|--|--|---|

TOR

PROGRAMME OFFICER

- Lead the mental health team in providing multidisciplinary specialist mental health services in District.
- Liase with Zonal Medical College/ Mental health institution for tertiary care services and provide community mental health services in the District for the Zonal institute.
- Liase with Zonal Medical College/ Mental health institution for training of general health staff and doctors in mental health in the District.
- Implement DMHP activities with the support of the DMHP team.
- Co-ordinate with State nodal officer of NMHP and provide regular report of DMHP.
- Any other responsibility as and when assigned by the programme

Optometrist, DEIC

Job responsibilities:

- a. Work with other DEIC Staff to formulate an inclusive programme especially for the children with visual problems as a part of multiple disability
- b. **Assessment:** Routine vision check up/Glaucoma screening of referred children.
- c. Will detect or diagnose ocular conditions associated systemic health conditions and refer them to appropriate health care professionals.
- d. **Health Care:** Prescribe the spectacle lenses including progressive, aspheric, and safety/protective spectacles based on the visual needs of the children.
- e. Provide therapy & rehabilitation for the people with poor vision/blind.
- f. Prescribe vision therapy, vision training or orthoptic treatment for children with learning problems or common binocular vision disorders, including strabismus and amblyopia
- g. **Referral:** Referral to further genetic, neurological and endocrinal evaluation
- h. **Counselling:** Counsel Patients on managing vision problem. Counsel the parent/guardian on preventive vision care.
- i. If required, he/she will have to visit camps organised under RBSK at other Blocks in the District.
- j. All files related to RBSK activities to be moved through RBSK Manager and nodal officer, DEIC/RBSK.
- k. Perform all duty as per RBSK mandate. In addition, should do any other duty assigned by the authority as and when required.

Dental Technician , DEiC

Job responsibilities:

- a. He/she will work closely with DEIC team members particularly with Dental surgeon of DEIC.
- b. Work with dentists to create tooth restorations and orthodontic devices for pediatric patients.
- c. Fill prescriptions for pediatric patients; make custom bridges, crowns, dentures and orthodontic appliances based on tooth molds and impressions that improve patient's appearance, speech and chewing ability.
 - i. Design, fabricate or repair dental devices including full or partial dentures, orthodontic appliances, crowns, bridges, inlays, onlays, clasps and bands, implants etc.
 - ii. Prepare plaster models and moulds from dental impressions.
 - iii. Prepare wax bite-blocks and impression trays.
 - iv. Cast gold or metal alloys for bridges and denture bases.
 - v. Pack plastic material in moulds to form full or partial dentures.
 - vi. Mould wax over denture set-up to form full contours of artificial gums.
 - vii. Make orthodontic bands from gold, silver, stainless steel or other metals.
 - viii. Finish metal framework of dentures and polish and buff dentures to obtain natural finish.
 - ix. Consult with dentists or other specialists on problematic dental cases.
 - x. Replace missing facial and body tissues due to developmental abnormality by fabricating maxillo-facial prostheses.
- d. Maintaining patients' dental records and stocks of equipment.
- e. If required, he/she will have to visit camps organised organized under RBSK at other Blocks in the District.
- f. All files related to RBSK activities to be moved through RBSK Manager and nodal officer, DEIC/RBSK.
- g. Intimate RBSK Manager and nodal officer on the child wise treatment plan, child wise progress made and further follow up action required on forth nightly basis.
- h. Perform all duty as per RBSK mandate. In addition, should do any other duty assigned by the authority as and when required