

**OFFICE OF THE CDM & PHO-CUM-DISTRICT MISSION DIRECTOR, NHM,
SUNDARGARH**

DETIALS ELIGIBILITY CRITERIA

| Sl. No | Name of the Position | Upper Age Limit as on 01.01.2025 | Remuneration (in Rs.), Performance Incentive (P.I.) & other allowances as admissible | Eligibility Criteria |
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| 01 | Paediatrician, DEIC under RBSK | UP to 68 years | Rs. 82,016 + Performance Incentive | <p>Qualification: The Candidate should have MBBS Degree from 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.</p> <p>Selection Procedure: Walk-In-Interview</p> |
| 02 | Doctor For Mobile Blood Van | UP to 68 years | Rs.65,612 + Performance Incentive | <p>Qualification: The Candidate must have Passed MBBS degree from an institution recognized by National Medical Council of India.</p> <p>Selection Procedure: Walk-In-Interview</p> |
| 03 | Medical Officer DTC | UP to 67 years | Rs.63,152+ Performance Incentive | <p>Qualification: The Candidate must have passed MBBS from an institution recognised by National Medical commission (NMC). The candidate must have valid registration from the Odisha Council of Medical Registration.</p> <p>Experience: The candidate must have 2 years of post qualification Experience in Tuberculosis control programme.</p> <p style="text-align: center;">OR</p> <p>The Candidate must have passed MBBS with Diploma /MD in Public Health / Tuberculosis & Chest Diseases from an institution recognized by National Medical Council (NMC). The candidate must have valid registration from the Odisha Council of Medical Registration.</p> <p>Selection Procedure: Walk-In-Interview</p> |



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| 04 | Medical Officer, UPHC /UHWC | Age up to 68 years | Rs.65,611 + Performance Incentive | <p><u>Qualification:</u> The Candidate must have Passed MBBS degree from an institution recognized by National Medical Council of India.</p> <p><u>Selection Procedure:</u> Walk-In-Interview</p> |
| 05 | Dental Technician, DEIC | Upper age limit up to 40 years | Rs.15,272+ Performance Incentive | <p><u>Qualification:</u> The Candidate must have passed Diploma in Dental Technology (at least 2 years of course duration) from a recognized Institution/University. The institution should be recognized by Dental Council of India.</p> <p><u>Selection Procedure:</u> -Walk-In-Interview</p> |
| 06 | Jr. Hospital Manager | Age upto 40 years | Rs. 28,063+ Performance Incentive | <p><u>Qualification:</u> The Candidate must have passed in any of the following subjects from an accredited University (UGC approval) or Institute (AICTE approved).</p> <ul style="list-style-type: none"> • Post Graduate Degree in Hospital Management • Post Graduate Degree in Hospital Administration • Master Degree in Hospital Administration / MBA in Hospital Administration • Post Graduate Degree in Hospital & Health Management • Post Graduate Degree in Hospital & Health Administration. • Post Graduate Diploma in Hospital Management • Post Graduate Diploma in Hospital Administration. • Post Graduate Diploma in Hospital & Health Management • Post Graduate Diploma in Hospital & Health Administration. <p><u>Experience:</u> S/he must have minimum 1 year post-qualification experience in hospital administration in any public Health Hospital/ minimum 50 bedded Private Hospital. The candidate must also have working knowledge of computer.</p> <p><u>Selection Procedure:</u> Walk-In-Interview</p> |



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| 07 | Psychiatric Nurse, NMHP | Up to 65 years | Rs.20,745+ Performance Incentive | <p>Qualification: (i) The candidate must have passed in General Nursing and Midwifery/ B.Sc. Nursing from any 3 Govt. Nursing Schools or 3 Medical Colleges / School of Nursing MCL, Talcher / IGH, Rourkela or other recognised private institutions duly approved by INC and must have registered in the Odisha Nurses & Midwives Council.</p> <p>(ii) She must have Diploma in Psychiatric Nursing.</p> <p>(iii) In absence of Diploma in Psychiatric Nursing, candidate having basic qualification as mentioned at i) above with 1 month training in Psychiatric Nursing in NIMHANS, CIP, LGBRIMH-Tezpur or other identified institutions.</p> |
| 08 | Nutritionist-UPHC (Part Time, Specialist) | No Bar | @750/- per session. | <p>Qualification: The Candidates should have B.Sc. (Home Science) / Post Graduation in Home Science / Nutrition in from recognized institutions.</p> |
| 09 | Physiotherapist UPHC (Part Time- Specialist) | 45 years as on date of advertisement | @750/- per session. | <p>Qualification: The Candidates must have Bachelor's degree in Physiotherapy (BPT) from recognized institution / University.</p> |
| 10 | Case Registry Assistant- | Age up-to 35 years | Rs.12,419+ Performance Incentive | <p>Qualification: The Candidates must have Passed Bachelor Degree with minimum 50% marks in aggregate from a recognized University/ Institution with PGDCA/ Diploma in Computer Application (01 year duration):</p> <p>Selection Procedure:-Walk-In-Interview</p> |
| 11 | Psychiatric Social Worker | Age up-to 45 years | Rs.33,088+ Performance Incentive | <p>Qualification: Candidates must have Post Graduate Degree in Social Work along with Master of Philosophy in Psychiatric Social Work obtained after completion of a full-time course of two years which includes supervised clinical training from any University recognized by the University Grants Commission. Candidates must have passed Odia up to M.E Standard.</p> <p>Selection Procedure:</p> <ul style="list-style-type: none"> ◦ VIVA –VOCE TEST ◦ Mark Assessment |



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| 12 | Public Health Manager | Up to 45 year | Rs.26,772+ Performance Incentive | <p>Qualification: The Candidates must have passed Master Degree in Public Health or Post Graduate Diploma in Public Health (2 years course duration)</p> <p>OR</p> <p>Master Degree in Business Administration or Post Graduate Diploma in Business Administration (2 years course duration)</p> <p>OR</p> <p>Master Degree or Post Graduate Diploma in Health Care Management / Hospital Management / Health & Hospital Management (2 years course duration)</p> <p>OR</p> <p>Master Degree in Social Work 2 years course duration)</p> <p>All the above qualification must be from any recognized University/ Institutions with minimum 50% marks.</p> <p>Experience: -S/he must have 1 year post qualification experience in health programme/Management in disease surveillance/ community mobilization / inter-sectoral collaboration / IEC-BCC activities / quality Control / monitoring & evaluation. S/he should be acquainted with basic computer knowledge, like MS Office & Internet.</p> <p>Selection Procedure: Written Test & Viva-Voce</p> |
| 13 | Counsellors | Age upto 35 years | Rs.20,745+ Performance Incentive | <p>Qualification: The Candidates must have passed Bachelor's Degree in Social Work/ Psychology / Clinical Psychology/ Counseling Psychology/ sociology / Public Administration from any recognized University / Institution with at least 55% marks.</p> <p>OR</p> <p>The Candidates must have passed Master Degree in social Work/ Psychology / Clinical Psychology/ Counseling Psychology/ sociology / Public Administration from any recognized University / Institution with at least 55% marks.</p> <p>Experience: S/he must have minimum 2 year post qualification experience in health or social sector.</p> <p>Selection procedure: Written test & Viva Voce test.</p> |

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| 14 | Counsellor-cum- PRO for Mobile Blood van | Upper age limit up to 40 years | Rs.20,745+ Performance Incentive | <p>Qualification: The Candidates must have passed Bachelor's Degree in social Work or Psychology or Sociology or Human Development or Anthropology from any recognized University / Institution with minimum 55% marks in aggregate</p> <p>OR</p> <p>The Candidates must have passed Master Degree in social Work or Psychology or Sociology or Human Development or Anthropology or Public administration from any recognized University / Institution with minimum 55% marks</p> <p>Experience: S/he must have minimum 2 year post qualification experience in health or social sector.</p> <p>Selection procedure: Written test (MCQ) & Viva Voce</p> |
| 15 | Block Programme Manager | Up to 35 years | Rs. 28,063+ Performance Incentive | <p>Qualification: The Candidate should be a Post Graduate with minimum 55% marks. S/He should have completed 1 year Diploma Course in Computer Application/ PGDCA/ Odisha State Certificate in Information Technology (OS-CIT) course of Odisha Knowledge Corporation Limited/equivalent course from a recognized /registered institutes.</p> <p>Selection Procedure:</p> <ul style="list-style-type: none"> • Mark Assessment (Post Graduation • Computer test • Viva –Voice <p>Candidates securing 50% and above marks in the Mark Assessment shall be shortlisted. Candidates 3 times the number of vacancies on the basis of merit list prepared on Mark Assessment shall be called for Computer test. Candidates securing 50% and above marks in the Computer Test shall be called for Viva-voice. The final merit list shall be prepared for all the candidates, who appeared for the interview by compiling marks secured in all the three stages.</p> |

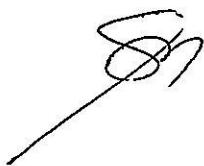
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| 16 | Block Accounts Manager | Up to 35 years | Rs.20,745+ Performance Incentive | <p>Qualification: The Candidate should be a Graduate in Commerce with minimum 50% marks in aggregate. S/He should have basic knowledge in Computing and should have at least two years of post qualification working experience in accounting.</p> <p>Selection Procedure:</p> <ul style="list-style-type: none"> • Mark Assessment (Graduation in commerce) • Viva-Voce <p>For either CA / ICWA (Inter) Candidates shall be given full marks of 20.</p> <p>Candidates securing 50% and above marks in the Mark Assessment shall be shortlisted. Candidates 3 times the number of vacancies on the basis of merit list prepared on Mark Assessment shall be called for viva-voce. The final merit list shall be prepared for all the candidates, who appeared for the interview by compiling mark secured in all the two stages.</p> |
| 17 | Block Data Manager | Up to 35 years | Rs.18,160+ Performance Incentive | <p>Qualification: The candidate should be a Graduate with minimum 50% marks in aggregate and S/He should have completed 1 year Diploma Course in Computer Application/ PGDCA/ Odisha State Certificate in Information Technology (OS-CIT) course of Odisha Knowledge Corporation Limited/equivalent course from a recognized /registered institute.</p> <p>Selection Procedure: -</p> <ul style="list-style-type: none"> • Mark Assessment • Computer Test • Viva- Voce <p>Candidates securing 50% and above marks in the Mark Assessment shall be shortlisted. Candidates 3 times the number of vacancies on the basis of merit list prepared on Mark Assessment shall be called for Computer test. Candidates securing 50% and above marks in the Computer Test shall be called for Viva-voice. The final merit list shall be prepared for all the candidates, who appeared for the interview by compiling mark secured in all the three stages.</p> |
| 18 | Urban Data Manager (UDM) | Up to 40 years | Rs.18,160+ Performance Incentive | <p>Qualification: The candidate must have passed graduation with minimum of 55% marks in aggregate from a recognized university. The Candidate also must have passed PGDCA/ DCA/ MCA/ BCA/ Odisha State Certificate in Information Technology (OS-CIT) course of Odisha Knowledge Corporation Limited or any</p> |

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| | | | | <p>equivalent courses from a recognized institute.</p> <p>Experience: S/he must have minimum 1 year post qualification experience in health / social sector.</p> <p>Selection Procedure: -</p> <ul style="list-style-type: none"> • Mark Assessment (On the basis of marks secured in Graduation) • Computer Test • Viva- Voce <p>A list of eligible candidates shall be prepared on the basis of marks secured in graduation. From among the said list, 10 times of number of vacancies from the top of the said list shall be called for computer test and viva-voce test. The final merit list of the candidates shall be prepared by adding the marks secured in marks assessment, computer test and viva-voce test.</p> |
| 19 | Psychologist, DEIC | Up to 40 years | Rs. 21,736 + Performance Incentive | <p>Qualification: The Candidate must have passed two years Master's Degree Course in Clinical Psychology or Child Psychology or Psychology with minimum 50% marks in aggregate from a recognized University / Institution.</p> <p>The Candidate must have minimum two years of post qualification of clinical experience.</p> <p>Selection procedure: Written Test (MCQ) & Viva-Voce</p> |
| 20 | Early Interventionist – cum Special Educator – DEIC | Upper age limit Up to 40 years | Rs. 21,736+ Performance Incentive | <p>Qualification: The candidate must have passed any of the following subjects recognized by Rehabilitation Council of India (RCI) with minimum 50% marks in aggregate.</p> <ol style="list-style-type: none"> 1. B.Ed in Special Education in the field of Mental Retardation. 2. B.Ed in Special Education (Locomotor & Neurological Disorder 3. PG Diploma in Special Education (Multi. Dis: Physical and Neurological Disorder) 4. Diploma in Early Childhood Special Education (Mental Retardation) 5. Diploma in Special Education (Mental Retardation). 6. Diploma in Education-Special Education (Hearing Impairment) <p>All the above-mentioned Diploma / PG Diploma course must be of minimum two years course duration.</p> <p>Selection procedure: -Written Test (MCQ) & Viva-Voce</p> |

N.B.:-

Age Relaxation and Additional Weightage of Marks applicable for the eligible applicants who are employees of the OSH&FW Society.

- a) To avail the benefit of age relaxation and weightage, employee concerned should have completed at least three terms of contractual services (11 months each) under the OSH&FW Society.
- b) The remarks recorded in PAR of the employee concerned must be "Outstanding" or "Very Good" for the preceding 03 (three) terms of contractual services under the OSH&FW Society.
- c) The age relaxation for the applied post in respect of the employee of the OSH&FW Society shall be allowed @ 1 year for each contractual term of service in the Society upto a maximum of 10 years, over and above the maximum age limit prescribed in the Advertisement for the said post, subject to an upper age ceiling of 55 years.
- d) Candidate who is an employee of the OSH&FW Society and has cleared all the steps in the recruitment process upto the final level of selection shall be eligible for award of grace marks to the extent of 01 percentage of the total marks of examinations for each completed term of services in the Society upto a maximum of 10 percentage of the total marks which shall be added to the total marks secured by the said employee.
- e) All the above provisions shall also be applicable for only one member of the family of a deceased employee of the OSH&FW Society, if eligible, as would have been applicable to the employee concerned.

A handwritten signature in black ink, appearing to read "S. H." followed by a long horizontal line.

GENERAL INFORMATION AND INSTRUCTION

- 1) Candidates are required to apply in prescribed format, available in the official website: www.Sundargarh.odisha.gov.in and to submit a set of self-attested photocopies of all the certificates / testimonials in support of age, qualification and experience, Candidates are also required to submit two recent passport size colour photographs and self-photo ID proof (Voter ID card / PAN card / Driving License / Adhar card / Passport) and recent Residential certificate issued by the Tahsildar / Sub-Collector etc. (duly attested).
- 2) Candidates appearing the interview as at serial no. 1 to 11 and serial no. 12 to 20 shall also come with details of original testimonials in support of age, qualification and experience along with the prescribed application format and a set of copy of all self-attested testimonials.
- 3) Candidates applying for more than one number of posts should apply separately.
- 4) Incomplete application in any form will be summarily rejected.
- 5) Candidates, who are already working in any Department either on regular or on contractual basis, have to submit No Objection Certificate from concerned employer (appointing authority) at the time of submission of application. NOC issued by any other authority other than appointing authority shall not be accepted. NOC must be specific for the post, S/He applying and must be issued subsequent to issue of the advertisement.
- 6) The applications received for all the posts will be scrutinized and the database will be uploaded in the official website for inviting objections. Candidates are required to visit official website: www.Sundargarh.odisha.gov.in at regular intervals for any notification, updates (objection invitation / different tests notices), results etc. relating to recruitment.
- 7) Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the selection process.
- 8) 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 ZSS, Sundargarh Society on administrative ground such as disobedience / poor performances/ misbehavior/ criminal activity etc. Shall not be eligible.
- 9) Over aged, under qualification and short of requisite percentage of marks/qualifications shall be rejected.
- 10) If a candidate is selected for more than one post for all categories viz. NHM, he / she has to submit option as per the choice of the post and to forgo other post at the end of the selection session after such selections are over. Accordingly, an undertaking has to be given by the candidate.
- 11) The above positions are purely temporary and co-terminus with the scheme.
- 12) No personal correspondence / queries will be entertained. Canvassing in any form will be liable for disqualification. All communication will be made through official website / Notice Board. This office will not be held responsible for any postal delay. No application will be entertained after due date.
- 13) The candidates as applicable will be kept in Final Panel Merit list with the validity of 01 year from the date of its approval.
- 14) Incomplete application in any form will be rejected. Non submission of certificate/documents along with the application shall be liable for rejection.
- 15) Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- 16) The undersigned reserves the right to cancel any or all the applications / positions at any stage of recruitment process without assigning any reason thereof.

Sd/-
Chief District Medical &PHO cum DMD, NHM,
Sundargarh



List of Mandatory documents to be submitted with application form (mentioned against each post)- Annexure- 1

| Sl.no | Name of the post | Documents to be submitted |
|--------------|---|--|
| 1. | Paediatricians, DEIC | <ul style="list-style-type: none"> • Matriculation Certificate • MBBS Certificate with mark sheet • Master Degree in Pediatrics Certificate with mark sheet / Certificate of Diploma of National Board in Child health / Certificate of Diploma in Child Health • Valid Registration Certificate • Aadhaar Card/valid residential certificate |
| 2. | Doctor for Mobile Blood Van | <ul style="list-style-type: none"> • Matriculation Certificate • MBBS Certificate with mark sheet • Valid Registration Certificate • Aadhaar Card/ valid residential certificate |
| 3. | Medical Officer, DTC | <ul style="list-style-type: none"> • Matriculation Certificate • MBBS Certificate with mark sheet • Experience Certificate • Certificate of Diploma/ MD in Public Health / Tuberculosis & Chest Diseases • Valid Registration Certificate • Aadhaar Card/ valid residential certificate |
| 4. | Medical Officer (UPHC/UHWC) | <ul style="list-style-type: none"> • Matriculation Certificate • MBBS Certificate with mark sheet • Valid Registration Certificate • Aadhaar Card/ valid residential certificate |
| 5. | Dental Technician, DEIC | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & mark sheet of Diploma in Dental Technology • Valid Registration Certificate • Aadhaar Card |
| 6. | Jr. Hospital Manager | <ul style="list-style-type: none"> • Matriculation Certificate • PG/Master degree/PG Diploma/MBA in in the required domain as asked with mark sheet • Experience Certificate of minimum of 1 year in relevant field and Hospital • Aadhaar Card/ valid residential certificate |
| 7. | Psychiatric Nurse NMHP | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of General Nursing & Midwifery / B.Sc. Nursing • Valid Registration Certificate • Certificate & Mark sheet of Diploma in Psychiatric Nursing • Certificate of training in Psychiatric Nursing as asked • Aadhaar Card/ valid residential certificate |
| 8. | Nutritionist- UPHC (Part Time Specialist) | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of B.Sc. (Home Science)/ PG in Home Science/ Nutrition • Aadhaar Card/ valid residential certificate |
| 9. | Physiotherapist - UPHC (Part Time Specialist) | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Bachelor's degree in Physiotherapy (BPT) • Aadhaar Card/ valid residential certificate |
| 10. | Case Registry Assistant- UMHP | <ul style="list-style-type: none"> • Matriculation Certificate with marksheets • Certificate & Mark sheet of Bachelor Degree • Certificate of PGDCA/ DCA (1year duration) • Aadhaar Card/ valid residential certificate • |
| 11. | Psychiatric Social Worker | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of PG in Social Work • Certificate of Master of Philosophy in Psychiatric Social Work • Certificate of Odia up to M.E. Standard • Aadhaar Card/ valid residential certificate |

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| 12. | Public Health Manager | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Master Degree in public health or PG Diploma in Public Health / Master Degree in Business Administration or PG Diploma in Business Administration / Master Degree or PG Diploma in Health Care Management / Hospital Management / Health & Hospital Management / Master Degree in Social Work. • Experience Certificate in relevant field as asked • Aadhaar Card/ valid residential certificate |
| 13. | Counsellor | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Bachelor Degree in Social Work / Psychology / Clinical Psychology / Counseling /psychology / Sociology / Public Administration / Master Degree in Social work/ Psychology / Clinical Psychology / Counseling Psychology / Sociology / Public Administration • Experience Certificate • Aadhaar Card |
| 14. | Counsellor cum PRO for Mobile Blood van | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Bachelor Degree in Social work or Psychology or Sociology or Human Development or Anthropology / Master Degree in Social Work or Psychology or Sociology or Human Development or Anthropology or Public administration • Experience Certificate in relevant field as required • Aadhaar Card/ valid residential certificate |
| 15. | Block Programme Manager | <ul style="list-style-type: none"> • Matriculation Certificate • Graduation • Certificate & Mark sheet of Post Graduation • Certificate of 1 year Diploma course of Computer Application / PGDCA / OS- CIT/equivalent course as required • Aadhaar Card/ valid residential certificate |
| 16. | Block Accounts Manager | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Graduation in Commerce • Certificate of CA/ICWA(Inter) for weightage • Experience Certificate in relevant field • Aadhaar Card/ valid residential certificate |
| 17. | Block Data Manager | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Graduation • Certificate of PGDCA / DCA / OS- CIT/equivalent computer course • Aadhaar Card/ valid residential certificate |
| 18. | Urban Data Manager | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Graduation • Certificate of PGDCA / DCA / OS- CIT • Experience certificate in relevant field • Aadhaar Card/ valid residential certificate |
| 19. | Psychologist, DEIC | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of Master Degree in Clinical Psychology or Child Psychology or Psychology • Experience Certificate in relevant field as required • Aadhaar Card/ valid residential certificate |
| 20. | Early Intervention Cum Special Educator –DEIC | <ul style="list-style-type: none"> • Matriculation Certificate • Certificate & Mark sheet of B.Ed in Special Education in the field of Mental Retardation / Locomotor & Neurological Disorder / PG Diploma in Special Education / Diploma in Early Childhood Special Education / Diploma in Special Education / Diploma in Education-Special Education(Hearing impairment) • Aadhaar Card/ valid residential certificate |