

**PUC**  
**District Health & Family Welfare**  
**Society, Fatehabad**

**Re-Advertisement No. 06/2024**

**Date: 02-07-2024**

DHFWS Fatehabad invites application for filling up of various vacant posts under various schemes of NHM Programme for different Health Institutions of District Fatehabad purely on contract basis initially up to 31/03/2025. The number and details of various posts are as under:

**(Candidates who have applied in previous advertisement no 2023/01 dated 04.01.2023 for category name (DPM, FCLC, Microbiologist) in the year 2023 need not to pay of Demand Draft. Their previous Demand Draft will be considered.)**

Sr. No	Name of the Post.(Scheme)	No. of Post & Category	Place of Posting	Essential Qualification	Age Limit	Entry Level Pay(As per Service Bye Laws) or as per ROP 2024-25
1	Orthopaedic Surgeon	UR-1	O/o Civil Surgeon, Fatehabad	Essential: (i) M.S / Diploma in Orthopaedic Surgery in (MCI recognized) with at least 1 year of experience after PG degree has been obtained. (ii) Hindi /Sanskrit up to Matric. <b>Desirable:</b> (i) Experience and the ability to work in district level hospitals	Up to 64 Years	1,50,000/- PM for MBBS with MD/DNB or 1,00,000/- PM for MBBS with Diploma
2.	Anaesthetist (MH)	UR-2	SDH Tohana - 1 SDH Ratia - 1	Essential: (i) MBBS or equivalent degree form an institution recognized by the Medical Council of India (ii) PG Degree /Diploma in Anaesthesia. (iii) Hindi /Sanskrit up to Matric.	Up to 64 Years	MBBS with MD/MS/DNB Rs. 1,50,000/- MBBS with Diploma Rs. 1,00,000/-
3.	Paediatrician (MH)	UR-2	SDH Tohana - 1 SDH Ratia - 1	Essential: (i) MBBS or equivalent dgree form an institution recognized by the Medical Council of India (ii) PG Degree /Diploma in Paediatrics.. (iii) Hindi /Sanskrit up to Matric.	Up to 64 Years	MBBS with MD/MS/DNB Rs. 1,50,000/- MBBS with Diploma Rs. 1,00,000/-
4.	Gynecologist (MH)	UR-2	SDH Tohana - 1 SDH Ratia - 1	Essential: (i) MD/MS/DNB in Obstetrics and Gynaecology/DGO Recognized by Medical Council of India. (ii) Hindi /Sanskrit up to Matric.	Up to 64 Years	MBBS with MD/MS/DNB Rs. 1,50,000/- MBBS with Diploma Rs. 1,00,000/-
5	District Programme Manager (Re-Advertisement)	UR-1	O/o Civil Surgeon, Fatehabad	<b>Essential:</b> (i) MBA ( Master of Business Management) (ii) Hindi/Sanskrit upto matric.	18 - 42 Years	Entry Level Pay/Remuneration Rs. 18,460/- P.M Pay Band 9300-34800 (GP - 4600)

6	District Quality Manager (HSHRC)	BC-A-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) MPH/ MBA (Health)/ MDRA/ MHA  (ii) Hindi/Sanskrit up to Matric.  (iii) Minimum 2 years of working experience  (iv) Preference will be given to the candidate with experience in public health programme/project/ health project.</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 16,090/- P.M Pay Band 9300-34800 (GP - 4000)
7	District Consultant Public Health (HSHRC)	EWS-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) MBBS/ Dental/AYUSH/ Nursing graduate with degree/diploma in Health Management (Full time) with at least 2 years relevant work experience.  (ii) Computer proficiency with high level of familiarity with Database Management Programme and commonly used packages like MS word, excel, PowerPoint.  (iii) Hindi /Sanskrit up to Matric.</p> <p><b>Desirable:</b></p> <p>(i) Training in Health quality like NQAS/NABH/ISO 9001:2000/Six Sigma/ Lean/Kaizen by a reputed organization will be preferable.  (ii) Persons having previous experience of working under NHM would have an added advantage.  (iii) Having good communication &amp; presentation skills and analytical abilities. Should have excellent oral and written communication skills in English.  (iv) Ability to design, conduct and publish reports.</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 16,290/- P.M Pay Band 9300-34800 (GP - 4200)
8	District Program Coordinator (NPCDCS)	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) MBBS/BDS from institution from recognized by MCI/DCI respectively.  (ii) Diploma/Master in Public Health/CHA.</p> <p><b>Experience:</b></p> <p>(i) At least one year experience of working in Health services/Public health programme.  (ii) Working knowledge of operating computers and internet usage.</p>	18 - 42 Years	As per NHM ROP
9	Finance cum Logistic Consultant (NPCDCS) (Re- Advertisement)	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) Inter CA/Inter ICWA/M.Com or MBA (Finance/ Material Management) with knowledge of computer.  (ii) Hindi/ Sanskrit upto Matric.</p> <p><b>Desirable:</b></p> <p>(i) At least 3 years' experience in accounting including analysis, financial reporting, budgeting, financial software and reporting system.  (ii) Experience of working in Health Care Financing/ National Health Accounts.</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 16,090/- P.M Pay Band 9300-34800 (GP - 4000)

10	Secretarial Assistant (DPMU)	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) Graduate with Diploma in Secretarial Assistance or Post Graduate Diploma in Computer Application with at least 55% marks OR The candidate with at least 2-3 years' experience and having good knowledge of office maintenance/ record maintenance on computer or Retired from the post of Supdt./ Dy. Supdt./ Assistant or equivalent from Haryana Government</p> <p>(ii) Hindi/Sanskrit up to Matric.</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 12,500/- P.M Pay Band 9300-34800 (GP - 3200)
11	Psychologist (RBSK)	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) M. Phil Clinical Psychology/ M. Phil Rehabilitation Psychology and registered with RCI</p> <p>(ii) (ii) Minimum 1 year post qualification experience (iii) Hindi /Sanskrit up to Matric</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 16090/- P.M Pay Band 9300-34800 (GP - 4000)
12	Audiologist & speech therapist	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) B.A.S.L.P/ B.Sc. (Speech &amp; Hearing)/ B.Sc. ASLP and registered with RCI</p> <p>(ii) Hindi /Sanskrit up to Matric.</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 13830/- P.M Pay Band 9300-34800 (GP - 3600)
13	Microbiologists (Re- Advertisement)	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) Medical Graduate with Post Graduate Degree/Diploma (preferably in microbiology, virology, pathology and other lab sciences)</p> <p>(ii) (ii) Medical Graduate with 2 Year Experience in Laboratory Sciences MSc in Medical Microbiology.</p> <p>(iii) Hindi/Sanskrit upto Matric.</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 16090/- P.M Pay Band 9300-34800 (GP - 4000)
14	Multi Rehabilitation worker	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) 10+2 or equivalent qualification</p> <p>(ii) One and half year certificate course of multi Rehabilitation Worker from a recognized institute</p> <p>(iii) Registered as Rehabilitation personnel under Rehabilitation Council of India Act 1992</p> <p>(iv) Hindi /Sanskrit up to Matric.</p> <p><b>Desirable:</b></p> <p>(i) At least 1 year experience of working in a Hospital</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 7580/- P.M Pay Band 5200-20200 (GP - 1900)
15	Psychiatric Social Worker	UR-1	O/o Civil Surgeon, Fatehabad	<p><b>Essential:</b></p> <p>(i) Post graduate degree awarded after completion of course of study of minimum 2 years in Mental Health or Psychiatric Social work.</p> <p>(ii) Hindi/Sanskrit upto Matric</p>	18 - 42 Years	Entry Level Pay/Remuneration Rs. 12500/- P.M Pay Band 9300-34800 (GP - 3200)

16	Sanitary Attendants	UR-1	O/o Civil Surgeon, Fatehabad	Essential: (i) Matriculation from a recognized board. (ii) Hindi /Sanskrit up to Matric. (iii) Can read and write in Hindi. <b>Desirable</b> (i) One year experience of working in a Govt./Private hospital/Health Institution	18 - 42 Years	Entry Level Pay/Remuneration Rs. 6580/- P.M Pay Band 4440-7440 (GP - 1650)
----	---------------------	------	------------------------------	---	---------------	---

\*UR- Un Reserved, SC- Schedule Caste, ESM- Ex-Servicemen, EWS- Economically Weaker Section, BC- Backward Classes

**IMPORTANT PROVISIONS / INSTRUCTIONS**

- Applications will be accepted up to dated 04<sup>th</sup> July 2024 to 15<sup>th</sup> July 2024 at 05:00 PM for all the posts & should be addressed to Civil Surgeon Fatehabad, HUDA Sector-3 Fatehabad Haryana Pin-125050. Name of post, Post Cat. No. as mentioned in the advertisement should be mentioned on the envelope. The application form without having the post name and category no. of post will be rejected. Application with cutting shall also be rejected. The applicant must mention the details of certificates attached with application and sign the application at designated places. Candidates will number all the Papers/Documents attached with application form and mention the number of pages in the application form.
- Candidates who have applied in previous advertisement no 2023/01 dated 04.01.2023 for category name (DPM, FCLC, Microbiologist) in the year 2023 need not to pay of Demand Draft. Their previous Demand Draft will be considered
- Application forms will be accepted only by hand.
- Application Format can be downloaded from the link [nhmfatehabad.org](http://nhmfatehabad.org) No other formats will be accepted.
- Each application must be duly signed by the applicant and self-attested certified copies of documents should be attached with application form. Self-attested photograph of the applicant must be pasted at the designated place.
- Demand Draft of Rs. 200/- as application fees in favour of **Chairman, Distt. Health & Family Welfare Society, Fatehabad** must be attached with the application. If a candidate applies for more than one post, he/she will have to submit separate application form for each post. No cheque/cash will be accepted and the bank demand draft must be drawn between date of advertisement and closing date. Application without fees shall be rejected.
- Candidates will mention the name, father's name, post category and address on the backside of Bank Demand Draft. It is suggested to keep the photocopy of Bank Demand Draft for future reference.
- If no candidate is available for EWS category then post will be converted into unreserved category.**
- Relevant Post's Qualification Experience (any State Govt. /Semi Govt. /UT / any Govt. Board /Corporation) will be considered.
- Date of Advertisement will be considered for calculation of Maximum Age.** Age limit for all categories of posts under NHM will be as follows:

Sr. No	Name of Post	Minimum Age	Max Age
1	Specialist Doctors	18 Years	64 Years
2	MBBS Doctors	18 Years	64 Years
3	Other Staff	18 Years	42 Years

- There will be Walk-in-Interview for the post Cat. No. 01 to 04 on Twice a week (Every Friday) w.e.f 04-07-2024 to 31-03-2025, if post lying vacant. Selection will be made on the day of interview. All the selections may be got done on the first day of interview. So, the candidates are advised to appear for walk in interview at the earliest**

12. The application form with all the documents should reach in the O/o Civil Surgeon, Fatehabad up to Closing Date at 04:00 P.M. Only the following documents **(1. Passport 2. Voter ID card 3. Ration card with Address 4. Cast and Domicile Certificate with address and the photo issued by State Govt. 5. Parivar Pehchan Patra (PPP) 6. Electricity Bill (not older than last three months) shall be accepted as proof of residence.**
- Note: Any three out of the above documents (No. 01 to 06) be produced at the time of recruitment.**
13. Unsigned applications without required documents and application received after last date will be rejected.
14. All markings/ numbering shall be done with blue/black ball pen only.
15. Posts can be increased, decreased or withdrawn by District Authorities (Civil Surgeon, Fatehabad) without any further notice. NHM Selection Criteria shall be followed in the selection process as per letter received from MD NHM vide their office letter no NHM/Admin/HRCI/2022-23/10885-905 dated 20.03.2023 (attached) :-

Sr. No.	Components	Weightage	Marking Pattern
1	Essential Basic Qualification	30	30 x Percentage /100
2	Additional Relevant Post Experience (any State Govt./Semi Govt./UT/ any Govt. Board / Corporation/ NHM	10	02 Marks for each completed year (Maximum 10 marks)
3	Local area weightage	10	<ul style="list-style-type: none"> <li>Weightage of marks "for district applicants: <b>10 marks (the candidate be a bonafide resident of the district.)</b></li> <li>Weightage of marks for "out of the district applicants": <b>Zero (0) marks</b></li> </ul>
<b>Total</b>		50	

**\*for the recruitment of all posts except MO's & Specialists.**

16. Candidates applying for a post must ensure that they fulfill all the eligibility conditions on the last date of application. If it is found that applicant does not fulfill any of the eligibility condition or information given by Candidate is false or incorrect then their candidature/Appointment will be cancelled and selection terminated.
17. **If a Candidate has passed his/her education from Private/Deemed University then he/she has to submit UGC approved certificate for University and Course for the period of concerned year of passing.**
18. For any other information regarding this advertisement kindly check official web page [nhmfatehabad.org](http://nhmfatehabad.org) time to time. No further information will be given in any newspaper.
19. The applicants are advised to visit the site for any change in schedule or the status of their application on website only. They are not to visit the office of undersigned or contact any person in this office for the same. Any candidate found canvassing or influencing the selection process or approaching the selection committee or any person related to the working of this shall be disqualified and his candidature rejected immediately without giving any reason. Any person or candidate found using unfair means to influence the selection process shall be debarred from selection and candidature rejected.
20. Any applicant having his relative posted in the department must inform beforehand about the same. Concealing of any information shall debar the candidate from selection process and his candidature rejected.
21. If at any stage it comes to the notice of selection committee that wrong information has been supplied by the candidate his selection shall be cancelled and legal proceedings shall be instituted against the candidate.
22. District authorities has right to correct any clerical mistake found at later stage of

- recruitment process. Applicant shall not claim for such clerical mistakes.
23. Posting Station will be allotted as per merit list.
  24. Any additional work/placement under NHM can be assigned by appointing authority. Contract may not be renewed automatically and Civil Surgeon has the right to terminate the contract immediately if performance is found unsatisfactory.
  25. Selected candidate shall not have any claim for regularization of his/her services based on the duties performed under this contract.
  26. There is no provision to allow private practice after duty times or on holidays to staff recruited under NHM.
  27. Post of reserve category (Wherever applicable) will be filled up as per Haryana Govt. Reservation Policy
  28. The candidates whose services have been terminated from any Govt. /Semi Govt. /Corporate Board on disciplinary basis will not be eligible. Person whose enquiry pending in criminal case/FIR is lodged will also be considered as not eligible.

Civil Surgeon  
Fatehabad

**District Health & Family Welfare Society, Fatehabad**

<b>Application Form for Advertisement No.:- 06/2024</b>						
<b>(All supporting Documents/Certificates are required to be attached with Application Form)</b>						
<b>Sr. No.</b>	<b>Description</b>	<b>To be Filled by the Candidate</b>				
<b>Application for</b>	<b>Post Category No.</b>		<b>Name of the Post</b>			<b>Latest Passport size attested Photo</b>
<b>1.</b>	<b>Personal Information</b>					
1.1	Name of the Candidate(In Capital Letters)					
1.2	Father's Name(if unmarried)/ Husband's Name (If Married)					
1.3	Date of Birth(Date/Month/Year)					
1.4	Marital Status (Single/Married/Other)					
1.5	Permanent Address (With PIN Code)					
1.6	Category (Gen/SC/BC/EWS etc.)					
1.7	Mobile/Contact No.					
1.	E-mail Address (in capital letters)					
	<b>Academic /Professional Qualifications (Starting from Highest Degree) (Attach Additional Sheet, if Required)</b>					
Degree / Class	Name of University/ Institute/ Board	Passing Year	Status of Marks			Name of Subject Studied
			Total	Obtained	%	
<b>3.</b>	<b>Work Experience (Starting from the latest) (Attach Additional Sheet, if Required)</b>					
Designation(From Latest Job)	Period of Job		Gross Salary	Name of Organization/Institution/Department		
	From	TO				
<b>4.</b>	<b>Any Other Information, the Candidate would like to give in support of her/his candidature(Attach</b>					

