Applications are invited for engagement of Quality Manager as per guideline Memo no HFW-27038/73/2020/630 date 18.02.2022.
on contractual basis under Kolkata City NUHM Society.
Advertisement No. – 12/Kolkata City NUHM Society / 2022-23. dated-15.12.2022.
All the essential qualification must be completed on or before the first date of application.

Name of the post	Quality Manager
Number of Post	01-(UR)
Place of Posting	CPMU, Kolkata MC
Monthly Remuneration	For MBBS Candidates - Rs - 60,000/-
	For BDS/BHMS/BAMS/BUMS/B.SC.Nursing - Rs - 40,000/-
Age as on 1st February, 2023	Not more than 40 Years. (Age relaxations will be given for reserved category candidates as per extant Govt. Norms).
Essential Qualification & Experience	MBBS/BDS/BHMS/BAMS/BUMS/B.SC. Nursing with Masters in Hospital administration/Health Management (MHA-Full time) With Two(2) years experience in Public Health/ Hospital Administration. Training and experience of Implementing a recognised Quality System like NABH/ISO 9001:2008/ Six Sigma/Lean/Kaizen would be preferred
Desirable Experience	Previous work experience in the field of health quality would be an added advantage.
Mode of Selection & Scale of Scoring	Written Test, Computer Test and Interview After written test candidates will be called for Computer Test and Interview Final selection will be done on the basis of score obtained in written test Computer Test and Interview

Total Marks 100		
Written Test	Computer Test	Interview
50	40	10

Detail Method of Selection

Written Examination	Compute Skill Test and Interview
Candidates fulfilling eligibility criteria will be called for appearing in the written test. It will consist of 50 questions, which will be of single best response type multiple choice questions (MCQ Type). The duration of the test will be 60 minutes. The syllabus for the written examination will comprise of reasoning ability, comprehension, general awareness, numerical ability, data Interpretation, computer knowledge, managerial skills, logical thinking, and public health. The candidates will be given 4 marks for a correct answer and one mark will be deducted for an Incorrect answer. Multiple answers response against a question will be treated as incorrect answer. No marks will be deducted for questions not attempted, Based on the written test marks, a provisional merit list for the post will be prepared for conducting the computer test.	Candidates who appeared in the written test will be called for a computer skill test. Computer skill test will be comprising of 40 marks and an Interview of 10 marks. The computer skill test will test the knowledge and proficiency in basic computer knowledge and MS Office and Internet applications.

The eligible candidates are requested to submit their application in a sealed envelope **mentioning name of the post**, addressed to "Chief Municipal Health Officer/Secretary, Kolkata City NUHM Society "Kolkata Municipal Corporation CMO Bldg, 5, S.N. Banerjee Road, Kolkata – 700013, The sealed envelope should be submitted in the **Drop Box** in front of room no 254, 2nd floor of CMO Bldg.

The date and time of submission of application :- (excluding holidays): from 06.02.2023 to 13.02.2023. at 11:00 a.m. - 4:00 p.m. (Monday to Friday), Saturday: 11:00 am – 2:00pm. No application will be received by post/courier/speed post. No application will be received in drop box after 13.06.2023. at 4.00 pm.

After scrutiny list of the eligible candidates will be uploaded in our website along with the date and venue of Written Test, Computer Test & Interview.

Interested candidates are requested to visit the official website of KMC **www.kmcgov.in** to download the Application format and General information.

20/01/2023

CMHO & Secretary
Kolkata City NUHM Society

Secretary
Kolkata City NUHM Society

The General Information for the Applicants / Candidates may be as follows:

a) Application forms which are not properly filled in or incomplete Application forms are liable to be cancelled.

b) Sealed envelope mentioning name of the post.

c) The Essential Qualifications mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. All the essential qualifications must be completed on the date of submission of application.

d) **Candidates must be submitted photocopies (self attested) of documents along as mentioned below.**

- Age Proof Certificate (Madhyamik or equivalent examination certificate)
- All mark sheets, pass certificates of the essential academic qualification
- MBBS/BDS/BHMS/BAMS/BUMS/B.SC. Nursing Certificate with West Bengal Medical Council Registration/West Bengal Nursing Council Registration for (B.SC. Nursing)
- Computer Course Certificate.
- Experience Certificate.
- Caste Certificate, if any.
- Photo proof Identity card & proof of Address (Passport/Voter ID/Aadhaar)

e) No rounding off of marks will be granted. Proportionate marking upto 2 decimal points will be considered.

f) The decision of the competent authority regarding the engagement will be final.

g) The Kolkata City NUHM Society reserves the right to change/modify any/all of the above conditions.

CMHO & Secretary
Kolkata City NUHM Society

Secretary
Kolkata City NUHM Society

Kolkata City NUHM Society
5, S.N. Banerjee Road
Kolkata – 13

Application Format for the post of Quality Manager

1. Name in full (in capital letters):

2. Guardian's Name:

3. a) Date of Birth according to Madhyamik: __ __/__ __/__ __ __ __
      Or equivalent examination certificate
   b) Age as on 01.02.2023: __ __   year.

4. Caste Category: (UR/SC/ST/OBC-A/OBC-B) of West Bengal:

5. Postal Address (in Capital Letters) : ....
   ....

6. Permanent address (in capital letters): ....
   ....

7. Contact No:

8. Email Id :

9. Whether citizen of India, write Yes or No:

10. Educational/Qualifications:

Name of the Exam	Name of the Board/University	Full Marks	Marks Obtained	% of Marks	Division/ Grade	Chances taken to pass	Year of Passing

11. Professional / Other Qualifications or Specialization:

Name of the Exam	Name of the Board/ University/Institute	Registration No	Full Marks	Marks Obtained	% of Marks	Year of Passing

12. Experience: i)

                  ii)

13. Declaration:

   I do hereby declare that all the statements given above by me are true and correct in all respect. If any statement found false at the time of examination/interview or after my appointment then my candidature will liable to be cancelled or my service will terminate automatically.

Place :
Date   :   Full Signature of the Candidate