

# DISTRICT HEALTH & FAMILY WELFARE SAMITI PURBA MEDINIPUR DISTRICT

Registration No. – S/IL/10904 of 2002 – 2003

Tamluk, Purba Medinipur, PIN – 721636

Memo No. CMOH/Pbmd/DPMU/2340/2023-24

Date – 20.04.2023

## RECRUITMENT NOTICE –I

Applications are invited from eligible candidates for engagement of different categories of staff under NHM / NUHM / XVFC Programme and to be posted in different health unit in Purba Medinipur. It is also mentioned that the vacancy may vary. Details are given in the table below:–

Sl. No.	Programme Head	Name of post / Designation	No. of post	Age as on 01.01.2023	Essential Criteria	Desirable/ preferential Criteria	Place of posting	Remuneration	Mode of selection
01	XV FC	Block Public Health Manager	2 (1-UR, 1-OBC-A)	21 Years to 40 Years	a)B.Sc. in life Science with Post Graduate Degree / Diploma in Management b) Proficiency in advance MS Office	a) M.Sc in life Sciencel b) Experience in Public Health	In any BPHU of the district	Rs.35,000.00 / Month	Academic – 60, Experience – 10, Computer – 20 (50% Qualifying marks), Interview – 10
02	XV FC	Block Data Manager	1 (1-OBC-A)	21 Years to 40 Years	1.Graduate from any recognized university and have completed at least 1 year Diploma Course in Computer Application from Govt. Registered institution. 2.Working knowledge of computer with operating knowledge of MS Word, MS Excel, MS Power Point, MS Access and internet. 3.Minimum 3 years experience in Govt. Sector or 5 years experience in Private sector in data recording and data analysis.	-		Rs.22,000.00 / Month	Academic – 30, Computer – 70 (50% Qualifying marks)
03	XVFC/ NUHM	Medical Officer	20 (8-UR, 6-SC, 2-ST, OBC-A -3, OBC-B-1)	Up to 63 years	MBBS from MCI with one year compulsory internship. Must be registered under WBMC.	-	In any UHWC, UPHC and Polyclinic of the district.	Rs.60,000.00 / Month	Academic – 90 Experience – 10
04	XVFC/ NUHM	Staff Nurse	7 (4-UR, 2-SC, OBC-B-1)	Up to 64 years	Completed GNM course recognized by Indian Nursing Council (INC) and must have registered under WBNC. Candidates should have proficiency in local language.	-		Rs.25,000.00 / Month	Academic - 100
05	XVFC/ NUHM	Community Health Assistant (Urban) - CHA (U)	17 (4-UR, 6-SC, 3-ST, OBC-A - 4)	21 Years to 40 Years	Must have passed ANM course from an institute recognised by INC and be registered with WBNC. Should be proficient in Bengali and Permanent resident of Purba Medinipur. OR Must have passed GNM course from an institute recognised by the INC and be registered with WBNC. Should be proficient in Bengali and permanent resident of Purba Medinipur.	-		Rs.13,000.00 / Month	Academic = 100 Marks obtained in ANM / GNM course

Note: Essential Qualification degree through Distance Learning Course or any open university will not be entertained.

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**General information For [CHA-U]:**

Following documents (self attested) needs to be submitted along with the attached application format:

1. One Self Attested Photograph pasted on proper place of application format.
2. Photo proof identity card (passport or Voter ID Card or AADHAAR Card or Pan Card)
3. Proof regarding permanent residential status of the District applied for which should be duly attested by a Gazette Officer or Group 'A' Officer of the State Govt. (**Voter ID Card/Ration Card**)
4. The age proof certificate like admit card / school leaving certificate issued by West Bengal Board of Secondary Education or similar board.
5. Caste category certificate (if any) in case of OBC candidates category 'A' or 'B' must be mentioned specifically in the caste certificate otherwise the candidate will be treated in 'Unreserved' category.
6. Mark sheets and passed certificate of Madhyamik and ANM / GNM examination.
7. Self attested copy of the ANM / GNM Registration Certificate.

**General Instructions to the Candidates / Applicants:**

- A. All Experience should be count after the completion of requisite qualification.
- B. Essential Qualification degree through Distance Learning Course or any open university will not be entertained.
- C. Age relaxation will be given for the reserved candidates as per existing norms of the State Government.
- D. Applicants are requested to visit [purbamedinipur.gov.in](http://purbamedinipur.gov.in) / [www.wbhealth.gov.in](http://www.wbhealth.gov.in) at the URL "Recruitment" regularly for information/instruction issued from time to time.
- E. Application forms not properly filled in or incomplete Application forms are liable to be cancelled. If the application details submitted by the applicant differ with the original testimonials, that application shall be liable to be cancelled.
- F. If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
- G. The essential Qualifications mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. All the essential qualification must have been completed within the last date of online application.
- H. Caste Certificate issued before the last date of application, by the competent authorities of West Bengal only will be accepted. In case of OBC candidates, category 'A' or 'B' must be mentioned specifically in the caste certificate; otherwise the caste certificate will not be accepted.
- I. In case of candidates with disabilities, Disability certificate issued before the last date of application, by the competent authorities of West Bengal will be accepted.
- J. Hard copy/ printed copy of the online registration form should be retained by all applicants for document verification purpose. Without registration form, no candidates will be entertained for original testimonials verification by the authority.
- K. All marks must be calculated excluding marks of Additional Subject, No rounding off of marks will be granted. Proportionate marking up to 2 decimal points will be considered.
- L. Last date of registration and full submission of form : with in 5 PM on or before 10<sup>th</sup> May, 2023.
- M. The candidates, who are found ineligible at any step of the above mentioned mode of selection, will not be called for the subsequent stages.
- N. The decision of the competent authority regarding the recruitment is final.
- O. **Application fees in the from of Demand Draft / Bankers cheque of Rs. 100.00 for General applicant and Rs. 50.00 for reserved categories to be submitted along with the application. The Demand Draft should be in favour of "District Health & Family Welfare Samiti, Purba Medinipur District" payable at Purba Medinipur OR Transfer the amount of Rs.100.00 / Rs.50.00 as the case may be to the Bank A/C No. – 0186012268866, PNB, Tamluk Branch, IFS Code – PUNB0018620. The proof of payment of application fees should be attached with the application (in case of Hard copy of application) but in case of online application the proof should be uploaded during submission of application. Applications not accompanied by proof of payment of fees will be summarily rejected and no further claim will be entertained.**
- P. Hard copy/print copy of the online registration form along with Demand Draft or Bankers cheque should be sent to the **Office of the Chief Medical Officer of Health, Purba Medinipur, Pin – 721636 with in on 10<sup>th</sup> May, 2023 up-to 5.00 PM** positively by hand / post OR **in case of online application, the proof of payment should be uploaded during submission of application.** No Application will be accepted without submission of the required Demand Draft / Bankers cheque / online payment of fees.
- Q. No TA/DA will be paid to the candidates for the selection test/interview.

**Candidates must Note:-**

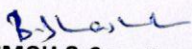
1. The above mentioned posts are purely contractual in nature with initial period up to 31.03.2024 (Likely to be extended on satisfactory performance & approval of Govt.).
2. The decision of the selection will be final and binding on the candidates.
3. The tenure of engagement may be renewed on the basis of satisfactory performance and approval of state authority.
4. It is also mentioned that the **eligible candidates will have to go through all stages of recruitment, if a candidate skips any stages, s/he will be disqualified immediately.**
5. The candidate who will apply through online should upload filled up **APPLICATION FORM** duly signed by the candidate along with all other related documents.
6. Duplicate application will be summarily rejected.
7. No documents will be considered to be added during verification except those for which candidate states "Applied for" in the application. Such candidates will be rejected if the specific document is not produced in original during verification.

The candidates may apply as per **FORMAT** annexed herewith on A4 size plain paper along with necessary supporting documents:

1. One Self Attested Photograph pasted on proper place of application format.
2. Self Attested photocopies of –
  - i) Admit of Madhyamik / Equivalent (as proof of Age)
  - ii) Voter / ADHAAR Card (as proof of Address & Photo Identity)
  - iii) Caste Certificate (If any).
  - iv) All necessary Mark sheet of all educational qualification starting from Madhyamik/Equivalent.
  - v) Experience Certificate (Offer/Joining letter will not be considered) from appointing authority mentioning joining date, tenure & date of resignation/retirement (if applicable).
  - vi) NOC of Employer wherever applicable.

The application by post / by hand / through link <https://sites.google.com/view/cmohpurbamedinipur/home> should reach to the Office of the CMOH & Secretary, District Health & Family Welfare Samiti, Purba Medinipur, Pin-721636 with mentioning "Application for the post of -----" within with in 5 PM on or before 10<sup>th</sup> May, 2023 positively. The applicants who will apply through online they need not submit hard copy of the application by post / hand. Any application received after 5 PM on 10<sup>th</sup> May, 2023 will summarily be rejected without assigning any reason. The selection committee will not be responsible for any delay in submission of the application due to internet problem, postal delay etc.

List of all eligible candidates along with details of Scheduled date for Written Test / Computer Test / Interview / Document verification will be published in the Notice Board of the Office of the CMOH, Purba Medinipur and also in the website in due time.

  
CMOH & Secretary  
District Health & Family Welfare Samiti  
Purba Medinipur

APPLICATION FORMAT

To,  
The CMOH & Secretary,  
District Health & Family Welfare Samiti,  
Purba Medinipur

Paste  
recent  
photo here

APPLICATION FOR THE POST OF \_\_\_\_\_

Sir,

In response to your advertisement notice no. \_\_\_\_\_ Date \_\_\_\_\_

for the post of \_\_\_\_\_ Post Sl. No. \_\_\_\_\_, I prefer myself as a candidate. Details of my BIO-DATA is given below :

1. Name (IN BLOCK LETTERS) :
2. Father's Name :
3. Husband's Name (for married female) :
4. Date of Birth (DD/MM/YYYY) :
5. Sex :
6. Marital Status :
7. Caste / Category (Put Tick Mark) : UR  SC  ST  OBC-A  OBC-B  PH
8. Address (as mentioned in EPIC/ADHAAR) :
  
9. Mobile Number :
10. e-Mail ID :
11. Qualification Details :

Sl. No.	Qualification	Year of Passing	Board / University	Total Marks	Marks Obtained	Percentage
01	Madhyamik / Equivalent					
02	HS / Equivalent					
03	ANM / GNM					
04	Graduation					
05	Post-Graduation					
06	Others (give details)					
07	Others (give details)					

**\*For Madhyamik calculate marks obtained except additional marks. For HS calculate marks obtained as total of two compulsory languages and best three of rest subjects. For honours graduates calculate total marks & marks obtained only for Honours Subjects.**

12. Computer Knowledge details

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Sl. No.	Name of Institution	Year of Passing	Course Duration	Course Name & Modules Covered
01				

13. Experience Details (*Experience Certificate is to be enclosed. Offer letter, joining order will not be considered for this purpose*).

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Sl. No.	Details of employer (Organization Name & Address)	Joining Date	Working Tenure (In complete Years)	Designation & JOB DESCRIPTION
01				
02				
03				
04				

**Declaration**

I do hereby declare that particulars furnished above are all correct. I shall be liable to punished as per law, if found incorrect.

Place :

Date :

\_\_\_\_\_  
Signature of Applicant