

**DIRECTORATE OF HEALTH SERVICES
JAMMU DIVISION JAMMU**

(Near MLA Hostel, Indira Chowk, Jammu (J&K) Pin- 180001)
☎ 0191-2546338, 2549632 Fax 0191-2549632

Notification for Hiring Contractual Staff under IDSP

Applications on prescribed form, are invited from the eligible candidates belonging to Jammu Division for contractual hiring Services under Integrated Disease Surveillance Programme (IDSP) for following Vacant Posts. For District level posts preference shall be given to the candidates belonging to the same district where the posts exist.

The scanned filled application form with scanned relevant documents should be Emailed to hiringidspjammu@gmail.com before 10th May, 2020.

S. No.	Name of the Post	Place of Posting	No. of Post	Requisite Qualification & Experience	Selection Criteria
1	State Epidemiologist Remuneration Rs 30000 to 40,000/ Month based on the Educational Qualification & Experience	State Surveillance Unit IDSP(Jammu) in the Directorate of Health Services Jammu	01	<p>Medical Graduate with Post Graduate Degree/Diploma in Preventive & Social Medicine/Public Health or Epidemiology (such as MD,MPH,DPH,MAE etc)</p> <p align="center">OR</p> <p>Medical Graduate (MBBS) with 3 years Experience in Epidemiology /Public Health</p> <p align="center">OR</p> <p>M.Sc in Life Sciences with 2 Years MPH(Masters in Public Health) with 3 years experience.</p> <p align="center">OR</p> <p>M.Sc (Epidemiology) with 2 Years experience in Public Health..</p> <p>Experience:- Minimum 2 Years experience in issues related to Public Health Programmes or Epidemiology.</p> <p>Age:- 45 years or below. (In case of retired Govt. Servant up to 65 years age may be considered).</p>	<p>(i) Medical Graduate with Post Graduate Degree/Diploma in Preventive & Social Medicine / Public Health or Epidemiologist (such as MD,MPH,DPH,MAE etc) / Medical Graduate (MBBS) with 3 years Experience in Epidemiology /Public Health/ M.Sc in Life Sciences with 2 Years MPH (Masters in Public Health) with 3 years experience/ M.Sc (Epidemiology) with 2 Years experience in Public Health = 80 Points</p> <p>(ii) Viva Voce =20 Points</p> <p>Note: Item No. (i) on prorata basis</p> <p>In case of Screening (I) Medical Graduate with Post Graduate Degree/Diploma in Preventive & Social Medicine/Public Health or Epidemiologist (such as MD,MPH,DPH,MAE etc) / Medical Graduate (MBBS) with 3 years Experience in Epidemiology /Public Health/ M.Sc in Life Sciences with 2 Years MPH (Masters in Public Health) with 3 years experience/ M.Sc (Epidemiology) with 2 Years experience in Public Health = 40</p>

				Points (ii) Screening Test =40 Points (ii) Viva Voce =20 Points Note: Item No. (i) & (ii) on prorate basis.
2	State Microbiologist Remuneration Rs 30000/Month based on the Educational Qualification & Experience	State Referral Lab. IDSP, GMC Jammu	01 1. Medical Graduate with Post Graduate Degree/ Diploma (preferably in Microbiology, Virology, Pathology and other Lab Sciences) OR 2. Medical Graduate with 2 Years experience in Clinical Laboratory Sciences. OR 3. M.Sc. in Medical Microbiology with One year experience in Clinical Laboratory Services. Experience:- (i) Minimum 2 Years relevant experience in Medical Microbiology. (ii) Experience of working in Public Health System , Implementation of Laboratory, Quality Assurance System, Accessing & Organizing Training Programmes and Proven ability for Planning & Undertaking Operational Research would be desirable. Age:- 45 years or below. (In case of retired Govt. Servant up to 65 years age may be considered).	(i) Medical Graduate with Post Graduate Degree/ Diploma (preferably in Microbiology, Virology, Pathology and other Lab Sciences)/ Medical Graduate with 2 Years experience in Clinical Laboratory Sciences/ M.Sc. in Medical Microbiology with One year experience in Clinical Laboratory Services = 70 Points (ii) Experience = 10 Points (iii) Viva Voce = 20 points Note: Item No. (i) on prorate basis In case of Screening (i) Medical Graduate with Post Graduate Degree/ Diploma (preferably in Microbiology, Virology, Pathology and other Lab Sciences) / Medical Graduate with 2 Years experience in Clinical Laboratory Sciences/ M.Sc. in Medical Microbiology with One year experience in Clinical Laboratory Services = 35 Points (ii) Screening Test = 35 Points (iii) Experience = 10 Points (iv) Viva Voce = 20 points Note: Item No. (i) & (ii) on prorate basis

<p>Consultant Finance/Procurement Remuneration Rs 22000 per month</p>	<p>At State Surveillance Unit (SSU), IDSP Directorate of Health Services, Jammu</p>	<p>01</p>	<p>Commerce Graduate with Minimum 2 Years experience in Financial Management Age:- Below 60 years.</p>	<p>(i) B.Com = 70 Points (ii) Experience = 10 Points (iii) Viva Voce = 20 Points Note: Item No. (i) on prorated basis.</p> <p>In case of Screening (i) B.Com = 35 Points (ii) Screening Test = 35 Points (iii) Experience = 10 Points (iv) Viva Voce = 20 Points Note: Item No. (i) & (ii) on prorated basis</p>
<p>4 District Epidemiologist Remuneration Rs 30000 to 40,000/ Month based on the Educational Qualification & Experience</p>	<p>District Surveillance Unit IDSP Samba, Jammu & Kathua</p>	<p>03</p>	<p>Medical Graduate with Post Graduate Degree/Diploma in Preventive & Social Medicine/Public Health or Epidemiologist (such as MD, MPH, DPH, MAE etc) OR Medical Graduate (MBBS) with 3 years Experience in Epidemiology /Public Health OR M.Sc in Life Sciences with 2 Years MPH (Masters in Public Health) with 3 years experience. OR M.Sc (Epidemiology) with 2 Years experience in Public Health..</p> <p>Experience:- Minimum 2 Years experience in issues related to Public Health Programmes or Epidemiology.</p> <p>Age:- 45 years or below. (In case of retired Govt. Servant up to 65 years age may be considered).</p>	<p>(i) Medical Graduate with Post Graduate Degree/Diploma in Preventive & Social Medicine / Public Health or Epidemiologist (such as MD, MPH, DPH, MAE etc) / Medical Graduate (MBBS) with 3 years Experience in Epidemiology /Public Health/ M.Sc in Life Sciences with 2 Years MPH (Masters in Public Health) with 3 years experience/ M.Sc (Epidemiology) with 2 Years experience in Public Health = 80 Points (ii) Viva Voce = 20 Points Note: Item No. (i) on prorated basis</p> <p>In case of Screening (i) Medical Graduate with Post Graduate Degree/Diploma in Preventive & Social Medicine/Public Health or Epidemiologist (such as MD, MPH, DPH, MAE etc) / Medical Graduate (MBBS) with 3 years Experience in Epidemiology /Public Health/ M.Sc in Life Sciences with 2 Years MPH (Masters in Public Health) with 3 years experience/ M.Sc (Epidemiology) with 2 Years experience in Public Health</p>

				<p style="text-align: right;">= 40</p> <p>Points (ii) Screening Test =40 Points (ii) Viva Voce =20 Points</p> <p>Note: Item No. (i) & (ii) on prorate basis.</p>
5	District Microbiologist	District Public Health Labs Doda, Jammu, Kathua, Rajouri & Udhampur	05	<p>1. Medical Graduate with Post Graduate Degree/ Diploma (preferably in Microbiology, Virology, Pathology and other Lab Sciences)</p> <p style="text-align: center;">OR</p> <p>2. Medical Graduate with 2 Years experience in Clinical Laboratory Sciences.</p> <p style="text-align: center;">OR</p> <p>3. M.Sc. in Medical Microbiology with One year experience in Clinical Laboratory Services.</p> <p>Experience:- (i) Minimum 2 Years relevant experience in Medical Microbiology. (ii) Experience of working in Public Health System, Implementation of Laboratory, Quality Assurance System, Accessing & Organizing Training Programmes and Proven ability for Planning & Undertaking Operational Research would be desirable.</p> <p>Age:- 45 years or below. (In case of retired Govt. Servant up to 65 years age may be considered).</p>
	Remuneration			<p>(i) Medical Graduate with Post Graduate Degree/ Diploma (preferably in Microbiology, Virology, Pathology and other Lab Sciences)/ Medical Graduate with 2 Years experience in Clinical Laboratory Sciences/ M.Sc. in Medical Microbiology with One year experience in Clinical Laboratory Services = 70</p> <p>Points (ii) Experience = 10 Points (iii) Viva Voce = 20 points</p> <p>Note: Item No. (i) on prorate basis</p> <p>In case of Screening (i) Medical Graduate with Post Graduate Degree/ Diploma (preferably in Microbiology, Virology, Pathology and other Lab Sciences) / Medical Graduate with 2 Years experience in Clinical Laboratory Sciences/ M.Sc. in Medical Microbiology with One year experience in Clinical Laboratory Services = 35</p> <p>Points (ii) Screening Test = 35 Points (iii) Experience = 10 Points (iv) Viva Voce = 20 points</p> <p>Note: Item No. (i) & (ii) on prorate basis</p>

District Data Manager Remuneration Rs 18000/ Month based on the Educational Qualification & Experience	District Surveillance Unit Rajouri	01	Pos Graduate Qualification in Computer Science with minimum 1 years' experience. or BE in IT/ Electronics Preference will be given to those who have worked in health or social sector. Age:- Below 60 years.	(i) Post Graduate Qualification in Computer Science with minimum 1 years' experience. or BE in IT/ Electronics = 70 Points (ii) Experience = 10 Points (iii) Viva Voce = 20 Points Note: Item No. (i) on prorated basis. In case of Screening (i) Post Graduate Qualification in Computer Science with minimum 1 years' experience. or BE in IT/ Electronics = 35 Points (ii) Screening Test = 35 Points (iii) Experience = 10 Points (iv) Viva Voce = 20 Points Note: Item No. (i) & (ii) on prorated basis
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For further details as to job profile & terms and conditions please visit Health Department website www.dhsjammu.co.in

Terms & Conditions

The Terms & Conditions for the appointments shall be as under:-

1. The appointing authority shall have the right to terminate the contractual hiring of the appointee without assigning any reason with one month prior notice only.
2. The Hiring is purely on contractual basis till 31st of March 2021 which will be renewable on year to year basis based on satisfactory work & conduct & subject to the approval in the State Programme Implementation Plan (SPIP) by IDSP (NHM) Govt. of India. In case of unsatisfactory performance report the authority shall have right to terminate the hiring without assigning any reason. The contractual hiring shall not confer any right upon the candidate to claim extension or regularization of services.
3. In case of retired persons hired for the Posts, the services shall not be continued once the person has attained 65 years of age.
4. The consolidated honorarium per month is inclusive of all allowances.
5. The candidate shall have to join his duties within 7 days from the date of issue of his engagement order along with all requisite original testimonials failing which his engagement shall automatically be treated as cancelled.
6. The selected candidates will have to work in the Districts/Jammu Division against which they are selected and their engagement will be non transferable.

7. The date of interview shall be notified in leading local newspapers and on the Website of the Directorate of Health Services Jammu i.e. www.dhsjammu.co.in . No separate interview cards shall be sent individually. Short listed candidates (Ratio 1:5) shall be called for interview.
8. If the no. of applicants is more than five times the no. of posts advertised then a screening test may be conducted. Notification regarding screening test will be issued separately in leading Daily Newspapers and on the official website i.e. www.dhsjammu.co.in .
9. The candidates shall not be entitled for any TA/DA for screening test/ Interview.
10. The entitlement of leave, travel etc. shall be governed by the rules in vogue and as applicable to the contractual/consolidated employees at State Health Society
11. The hiring shall be governed by other terms and condition which are not specifically mentioned herein but are made applicable in case of such appointments at any time by the contracting authority.
12. The hired person will have to execute a contract agreement with SSO IDSP, Jammu before joining.
13. The application forms shall be accompanied with attested copies of the following testimonials:-
 - (i) Essential qualification certificate (Those possessing Medical Graduate or Post Graduate Degree/Diploma shall also provide the copy of Permanent Registration Certificate of their qualification).
 - (ii) Marks certificate of essential qualification.
 - (iii) Relevant post graduation certificate.
 - (iv) Any other certificate for attaining Higher Qualification in the relevant field.
 - (v) Relevant Experience certificate from Competent Authority.
 - (vi) Matriculation Certificate/Date of Birth Certificate/1st page of Service Book in case of retired personal.
 - (vii) Valid Address proof from the Tehsildar as per the annexure.
 - (viii) Two latest photographs duly attested by gazetted officer.
14. Interested persons may apply in the prescribed form duly filled by the candidate along with all relevant documents through Email i.e. hiringidspjammu@gmail.com latest by 10th May 2020 no separate documents will be accepted at a later date.

No:- IDSP/J/345-348
Date:- 24-04-2020

R Sharma
24.4.2020
Director Health Services
Jammu.

Copy to:

1. The Financial Commissioner to Govt. Health & Medical Education, Department of Civil Secretariat, Srinagar for information.
2. The Mission Director, National Health Mission, J&K, Nagrota, Jammu
3. The Joint Director, Information, Jammu with the request for publication of advertisement in 2 leading daily English newspapers.
4. The Assistant Director. Health Education Bureau, Directorate of Health Services with the request for uploading the in the Departmental Website.

EPIDEMIOLOGIST & MICROBIOLOGIST

Job Assignment

The main objectives of the assignment are to:

1. Provide technical support to State/District Surveillance Officers to implement IDSP and ensure operational continuity for the program.
2. Provide oversight for data collation, reporting, analysis and local action including outbreak investigation. Administer collection, compilation and analysis of passive surveillance data not only from peripheral health institutions but also from hospitals and colleges in the district.
3. Organize Rapid Response Teams for undertaking prompt outbreak investigations. Feed back to lower level institutions on reporting, trends and outbreaks. Local media monitoring.
4. Support capacity building by organizing training for state/district IDSP staff, monitoring training impact on the field and assessing emerging training needs .
5. Liaison with other departments that have relevance to disease surveillance (Animal Husbandry, Women and Child Welfare, Panchayat Raj etc.) and Organize activities to strengthen partnerships with Medical Colleges, NGO sector & Private sector in disease surveillance and control of diseases. Monthly reviews and compilation of periodic reports and plans under the project.
6. Support the organization of annual State/district dissemination meetings on disease surveillance and preparation of "State/district annual disease surveillance report" by January every year.
7. Provide technical support for National Vector Borne Diseases program (NVBDGP) through supporting fever surveillance and oversight for the line listing of vector borne diseases

Consultant Finance

Job Assignment

1. Will guide , Monitor and supervise Financial & Procurement matters concerning the IDSP in consultation with the State Surveillance Officer and concerned Departments.
2. Will be responsible for ensuring timely and upto date availability of Financial & Procurement Information on IDSP matters according to the requirement.
3. He/She will provide guidance for the Financial, Accounts and Procurement matters to the internal Audit Team and coordinate with the Audit Teams from outside the Department and will ensure transparency in all these matters.
4. He/She shall be responsible for maintaining Accounts/Procurement Books & Records.

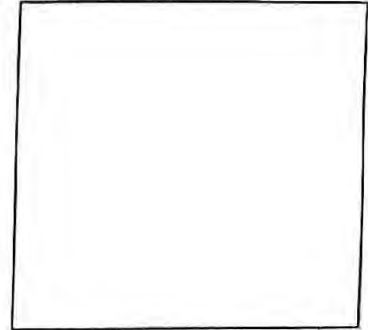
Data Manager

Job Responsibilities:

1. Ensure timely collection and compilation of data from all Reporting Units including Medical Colleges and Blocks.
2. Analyse S, P, L data for time/ place in spread sheet for identifying rising trend of disease/early warning signals. Preparation of weekly IDSP alert and forecast thereof
3. Supervise functioning of IDSP portal.
4. To ensure and coordinate block level data entry under IDSP through BPMU.
5. To assist District Surveillance Officer, District Epidemiologist and other officials in carrying out the IDSP activities
6. Supervise functioning of District Data Entry operators
7. Preparation of periodic and annual reports required under the supervision of District Surveillance Officer and District Epidemiologist
8. Familiarise and operate VC equipment, organise and participate in weekly VC with CSU and SSU, undertake preventive maintenance and troubleshooting for small problems and coordinate with service providers for major breakdowns.
9. Supervise and maintain network connection for video conferencing and data transference.
10. Conduct field visits to monitor and assess data quality.
11. Monitor expenditure incurred by the district under IDSP
12. Preparation of District level PIP.
13. Coordinate with NHM Finance for booking and audit of district level expenditure under IDSP.
14. Obtain audited accounts, SOEs& Utilization Certificates through NHM and share with SSU.
15. To carry out all IHIP-IDSP related activities in the District i.e.RU wise facility mapping and distribution of user id password
16. Any other work assigned by DSO

Application Form
(PLEASE FILL IN BLOCK LETTERS)

Post Applied for: _____



1. Name of Candidate: _____

2. Parentage: _____

3. Date of Birth: _____ Age in completed years _____

4. (A) Full Address for correspondence: _____

(B) Parmanent Residential Address: _____

5. E- mail id _____

6. Telephone No. _____

7. Mobile no. _____

8. Educational qualifications (Year Wise):

Name of examination	University/Board	Year of passing	Marks obtained	Maximum marks	Marks% age

9. Details of experience .Use separate sheet, if required, starting with present employment.
I certify that all statements made by me to the above questions are true, complete and correct to the best of my knowledge and belief.

Enclosures.....leaves

Place:

Date:

Signature of the Candidate

CERTIFICATE FOR PROOF OF RESIDENCE

It is to certify that the candidate namely _____

Son/ Daughter/ Wife of _____

is a resident of _____

Tehsil _____

District _____

for the last _____ years.

Seal & Signature of Tehsildar