

**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE CHIEF MEDICAL OFFICER OF HEALTH & MEMBER SECRETARY**  
**DISTRICT HEALTH & FAMILY WELFARE SAMITY, ALIPURDUAR**  
**WARD NO. XVI, NEW ALIPURDUAR**  
**PIN; 736121**

Memo No: 975

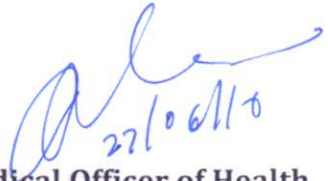
Date: 27-06-16

**RECRUITMENT NOTICE**

Applications are invited from eligible candidates for recruitment to various contractual posts under different programmes (NHM) / schemes as per format/ as per **Terms of Reference (TOR)** provided in details in the **State Health Website** ([www.wbhealth.gov.com](http://www.wbhealth.gov.com)), **District websites** ([www.alipurduar.org](http://www.alipurduar.org)/[www.mgnregaalipurduar.org](http://www.mgnregaalipurduar.org)) and the **office notice boards** of the District Magistrate, Alipurduar; Zilla Parishad, Alipurduar; Office the Chief Medical Officer of Health, Alipurduar and the Superintendents of District Hospital, Alipurduar and State General Hospital, Birpara.

1. **Sahayikas (ST1)** for Nutritional Rehabilitation Centre (NRC) under NHM at District Hospital, Alipurduar
2. **Two GNMs (UR-1, SC-1)** for Nutritional Rehabilitation Centre (NRC) under NHM at District Hospital, Alipurduar
3. **General Duty Medical Officer (3 posts)** for SNCU, DH, Alipurduar
4. **General Duty Medical Officer (3 posts)** NHM, DH, Alipurduar
5. **District Consultant (Quality Assurance)- 1 post** for **Office of the CMOH, Alipurduar**
6. **District Consultant (Public Health)- 1 post** for **Office of the CMOH, Alipurduar**
7. **Facility Level Quality Manager- 1 post** for **District Hospital, Alipurduar**

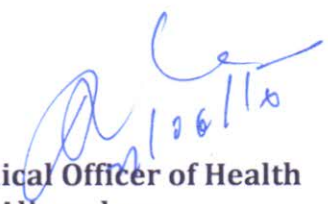
The **applications with attested copies** of all relevant supportive documents in the **specified format** are to reach the office of the CMOH & Member Secretary, DH&FWS, Alipurduar by **15-07-16 at 4 PM only by registered post/speed post/courier.**

  
27/06/16  
**Chief Medical Officer of Health**  
**Alipurduar**

## TERMS OF REFERENCE FOR RECRUITMENT

Sl. No.	Designation & Consolidated monthly salary	No. Of Posts	Criteria/qualifications
1	<b>Sahayika for NRC; Rs. 3500.00</b>	1(ST)	<ol style="list-style-type: none"> <li>1. Female</li> <li>2. Aged 20 – 40 years as on 01-12-15; relaxation for SC/ST &amp; OBC candidates as per government norms</li> <li>3. Higher Secondary or equivalent passed</li> <li>4. Must know all types of cooking</li> <li>5. Local candidate preferably within 5 kms of DH, Alipurduar (Residential certificate from Chairman, Alipurduar Municipality or SDO, Alipurduar or BDO of the respective block</li> <li>6. Good command over local language</li> </ol>
2	<b>Staff Nurse (GNM) for NRC</b>	1 UR; 1 SC	<ol style="list-style-type: none"> <li>1. Female</li> <li>2. Age: Not exceeding 40 years and not below 21 as on 01-01-16; relaxation for SC/ST &amp; OBC candidates as per government norms</li> <li>3. Should have completed B.Sc. or GNM course from recognized institution</li> <li>4. Must be permanent resident of the district (<b>Residential certificate from Chairman, Alipurduar Municipality /Sub-Divisional Officer, Alipurduar/Block Development Officer/other bonafide Government Officer</b>)</li> <li>5. Should be able to read, write and speak Bengali</li> </ol>
3	<b>General Duty Medical Officer (SNCU) Rs.45, 000.00 and Rs.50, 000.00 for specialist MOs.</b>	3	<ol style="list-style-type: none"> <li>1. <u>MBBS degree</u></li> <li>2. <u>Preference for PG Diploma/Degree holder in Gynae &amp; Obs or Paediatrics and similar experience</u></li> </ol>
4	<b>General Duty Medical Officer Rs.40, 000.00 and Rs.50, 000.00 for specialist MOs.</b>	3	<ol style="list-style-type: none"> <li>1. <u>MBBS degree</u></li> <li>2. <u>Preference for PG Diploma/Degree holder in Gynae &amp; Obs or Pediatrics or Anesthesia and similar experience</u></li> </ol>
5	<b>District Consultant (Quality Assurance) Rs. 40000.00</b>	1	<ol style="list-style-type: none"> <li>1. M.B.B.S./Dental/AYUSH/Nursing Graduate with Masters in Hospital Administration/Health Management (MHA-Full time or equivalent).</li> <li>2. Two years' experience in Public Health/ Hospital Administration.</li> <li>3. Training and experience of implementing a recognized Quality System like NABH/ISO 9001: 2008/Six Sigma/ Lean/Kaizen would be preferred.</li> <li>4. Previous work experience in the field of Health Quality would be an added advantage.</li> </ol>
6	<b>District Consultant (Public Health) Rs. 40000.00</b>	1	<ol style="list-style-type: none"> <li>1. M.B.B.S./Dental/AYUSH/Nursing Graduate with Degree/Diploma in Health Management.</li> <li>2. Two years' relevant work experience.</li> <li>3. Training in Health Quality like NABH/ISO 9001: 2000/Six Sigma/ Lean/Kaizen by a reputed organization will be preferable.</li> </ol>
7	<b>Facility Level Quality Manager Rs. 35000.00</b>	1	<ol style="list-style-type: none"> <li>1. M.B.B.S./Dental/AYUSH/Nursing/Life Science/Social Science Graduate with Masters in Hospital Administration/Health Management.</li> <li>2. One year experience in Public Health/ Hospital Administration.</li> <li>3. Candidates with experience in Health Care Quality/formal Quality of a Quality System would be preferred.</li> <li>4. Fluency in English, Computer Literacy, Knowledge of Govt. Legislations and policies are essential.</li> <li>5. Candidate must have good communication skills both written &amp; verbal.</li> </ol>

The applications (with mention of post applied for in bold letters on the envelope) addressed to the **Chief Medical Officer of Health & Member Secretary, DH&FWS, Alipurduar, Ward No. XVI, New Alipurduar, Pin code: 736121** with attested copies of educational/training qualifications, experience, bonafide SC/ST/OBC certificate, Residential certificate, Birth certificate or Madhyamik or equivalent examination admit card for proof of date of birth and Experience certificate in the specified format are to reach the office of the **Chief Medical Officer of Health & Member Secretary, DH&FWS, Alipurduar** by **15-07-16 at 4 PM only by registered post/speed post/courier.**

  
**Chief Medical Officer of Health  
Alipurduar**

## APPLICATION FORMAT FOR DIFFERENT POSTS

1. Name (in capital letters):
2. Sex: (Male/Female):
3. Date of Birth (DD/MM/YYYY):
4. Age in years (completed years):
5. Postal address (including pin code):

AFFIX RECENT  
PASPORT SIZE  
PHOTOGRAPH  
WITH SELF  
ATTESTED

6. Email id:
7. Contact number
  - a. Landline:
  - b. Mobile:
8. Post applied for:
9. WMBC Registration No (for GDMOs):
10. Distance of residence (km) from DH, Alipurduar  
(Applicable only for NRC applicants – supported by residential certificate):
11. Caste: Gen/SC/ST/OBC:
12. Educational qualifications:

Sl No	Examination/ Qualification	No of attempts passed in	Compulsory subjects	Total marks Obtained in compulsory subjects	Total marks	% of marks
1						
2						
3						
4						

13. Training/Experience certificate:

Sl No	Diploma/Certificate/Work experience	Government/Private sector	Duration (in years)
1			
2			
3			
4			

I hereby certify that all the particulars provided here above by me are true to the best of my knowledge. Any information furnished above, if found to be incorrect my candidature for the said post may be cancelled by the appropriate authority.

Place:

Date:

Signature