



Government of West Bengal
Office of the Chief Medical Officer of Health
Banomalipore, Barasat, North 24 Parganas, PIN-700124
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Memo.No. CMOH/N24PGS/NHM/Rec./ 7214

Date: 07-09-2023

Extension of date of online application of Recruitment Notification (DISHA- WBSAP&CS)

In reference to previous notification no. CMOH/N24PGS/NHM/Rec./5987, Dated 02.08.2023 the online applications are reopening for the dates mentioned below. Online applications are reinvited for engagement of employees under **WBSAP & CS**, Department of Health & Family Welfare, North 24Parganason purely contractual basis.

Eligible applicants may apply online www.north24parganashealth.org in the prescribed format from **12.09.2023 to 22.09.2023**. The details are given in three Websites (www.wbhealth.gov.in)inrecruitment section), www.north24parganashealth.org & www.north24parganas.gov.in for various post of WBSAP & CS (DISHA) as given in (**Annexure 1**).

- The applicants who have applied earlier need not to apply again.

07/09/2023
Chief Medical Officer of Health &
Member Secretary,
District Level Selection Committee,
North 24 Parganas

Memo. No. CMOH/N24PGS/NHM/Rec. 7214

Date: 07-09-2023

Copy Forwarded to :

1. The District Magistrate and Chairperson, DLSC, DH&FWS, North 24 Parganas
2. The Additional District Magistrate (Health), North 24 Parganas
3. The Joint Director, Finance /BSD/CST/TL, WBSAP&CS
4. The Dy. Director, STI/ Finance/IEC, WBSAP&CS
5. The Dy. CMOH-I/II/III/IV/DNO-NUHM, North 24 Parganas
6. The DTO, North 24 Parganas
7. The Account Officer, O/o the CMOH, North 24 Parganas
8. The HR Cell, Dept. H&FW, NHM, Swastha Bhawan, Kol-91
9. The IT Cell, Swastha Bhawan is requested to publish in 'www.wbhealth.gov.in' website.
10. The DIO- NIC is requested to publish in 'www.north24parganas.gov.in' website.
11. The DSM is requested to publish in 'www.north24parganashealth.org' website.
12. The DPM, DSM, DAM, North 24 Parganas

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Annexure-1

Table No: 1. Vacancies under WBSAP & CS:

Name of the Programme	WBSAP & CS (DISHA)
Name of the Post	Cluster Program Manager (CPM) (Contractual basis)
Monthly Consolidated Remuneration	Rs. 54,300/-
No. of Vacancy	1
Category	UR-1
Eligibility Criteria	<p><u>Essential Criteria</u></p> <ul style="list-style-type: none">• Bachelor's Degree in Medical or Allied Health Sciences/ Master's Degree in Public Health/ Healthcare Management/ Healthcare Administration/ Social Science/ Psychology/ Applied Epidemiology/ Demography/ Statistics/ Population Sciences or similar fields. <p><u>Essential Experience:</u></p> <ul style="list-style-type: none">• 3 years' experience for candidates with Master's Degree in Public Health/ Healthcare Management/Healthcare Administration/Applied Epidemiology• 5 Years' experience in Public Health for Bachelor's Degree in Medical & Allied Sciences/ Masters in Social Science/Psychology/Demography/Statistics/Population Sciences including a minimum two years of experience in HIV/AIDS sector. <p><u>Age limit</u></p> <ul style="list-style-type: none">• Maximum 50 years of age. Crucial date for determining the age limit will be the closing date of receipt of the application. <p><u>Docoments to be uploaded:</u></p> <ul style="list-style-type: none">• Certificate of Bachelor's Degree in Medical or Allied Health Sciences/ Master's Degree in Public Health/ Healthcare Management/ Healthcare Administration/ Social Science/ Psychology/ Applied Epidemiology/ Demography/ Statistics/ Population Sciences or similar fields• All the relevent experience certificate (as per Point no. 5 in General instructions)• Other documents mentioned in General instructions
Process of Selection	<ul style="list-style-type: none">• Written tests (50%Weightage),• Experience (20% Weightage) and• physical interview including computer practical test (30% Weightage). <p>Work Experience in HIV/AIDS sector especially in programme management at national/ state level should be given more weightage in experience section than other public health experiences.</p>

Table No: 2. Vacancies under WBSAP & CS:

Name of the Programme	WBSAP & CS (DISHA)
Name of the Post	Clinical Services Officer (CSO) (Contractual basis)
Monthly Consolidated Remuneration	Rs.46,800/- per month
No. of Vacancy	1
Category	UR-1
Eligibility Criteria	<p><u>Essential Criteria</u></p> <ul style="list-style-type: none"> • Bachelor's Degree in Medical or Allied Health Sciences/ Master's Degree in Public Health/ Healthcare Management/ Healthcare Administration/ Social Science/ Psychology/ Applied Epidemiology/ Demography/ Statistics/ Population Sciences or similar fields. <p><u>Essential Experience:</u></p> <ul style="list-style-type: none"> • One years' experience for candidates with a Master's Degree in Public Health/Healthcare Management/Healthcare Administration/Applied Epidemiology. • 3 years' experience in Public Health with a Bachelor's Degree in Medical or Allied Sciences/ Masters in Social Science/Psychology/Demography/Statistics/ Population Sciences with minimum of one year of experience in the HIV/AIDS sector. <p><u>Age limit</u></p> <ul style="list-style-type: none"> • Maximum 45 years of age. Crucial date for determining the age limit will be the closing date of receipt of the application. <p><u>Documents to be uploaded:</u></p> <ul style="list-style-type: none"> • Certificate of Bachelor's Degree in Medical or Allied Health Sciences/ Master's Degree in Public Health/ Healthcare Management/ Healthcare Administration/ Social Science/ Psychology/ Applied Epidemiology/ Demography/ Statistics/ Population Sciences or similar fields • All the relevent experience certificate (as per Point no. 5, in General instructions) • Other documents mentioned in General instructions
Process of Selection	<ul style="list-style-type: none"> • Written tests (50%Weightage), • Experience (20% Weightage) and • Physical interview including computer practical test (30% Weightage). <p>Work Experience in HIV/AIDS sector especially in programme management at national/ state level should be given more weightage in experience section than other public health experiences.</p>

Table No: 3. Vacancies under WBSAP&CS:

Name of the Programme	WBSAP & CS (DISHA)
Name of the Post	Data Monitoring and Documentation Officer (DMDO) (Contractual basis)
Monthly Consolidated Remuneration	Rs.37,500/- per month
No. of Vacancy	1
Category	UR-1
Eligibility Criteria	<p><u>Essential Criteria</u></p> <ul style="list-style-type: none">• Master's degree in Public Health/ Healthcare Management/Healthcare Administration/ Social Science/ Applied Epidemiology/ Demography/ Statistics/ Bio-Statistics/ Population Sciences/ Mathematics/ Economics <p><u>Essential Experience:</u></p> <ul style="list-style-type: none">• One year experience for candidates with Master's Degree in Public Health/Healthcare Management/Healthcare Administration/Applied Epidemiology.• 3 years' experience in Public Health with a Bachelor's Degree in Medical or Allied Sciences/ Masters in Social Science/ Psychology/Demography/Statistics/Bio-Statistics/ Population Sciences with minimum of one year of experience in the HIV/AIDS sector. <p><u>Age limit</u></p> <ul style="list-style-type: none">• Maximum 45 years of age. Crucial date for determining the age limit will be the closing date of receipt of the application. <p><u>Documents to be uploaded:</u></p> <ul style="list-style-type: none">• Certificate of Master's Degree in Public Health/ Healthcare Management/Healthcare Administration/ Social Science/ Applied Epidemiology/ Demography/ Statistics/ Bio-Statistics/ Population Sciences/ Mathematics/ Economics• All the relevant experience certificate (as per Point no. 5, in General instructions)• Other documents mentioned in General instructions
Process of Selection	<ul style="list-style-type: none">• Written tests (50%Weightage),• Experience (20% Weightage) and• Physical interview including computer practical test (30% Weightage). <p>Work Experience in HIV/AIDS sector especially in programme management at national/ state level should be given more weightage in experience section than other public health experiences.</p>

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General instruction/s for the candidates

1. Only online applications will be accepted. Application forms not properly filled in or incomplete application forms are liable to be cancelled. If the online application details submitted by the applicant differ with the original testimonials, that application shall liable to be cancelled.
2. If proper signature and photograph is not uploaded at the time of online application that application shall also liable to be cancelled.
3. The essential qualification mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. All the essential qualification must be completed within the date of recruitment notice published.
4. **Upload the following relevant documents in one file (PDF) at the time of online application along with Post wise required documents:**
 - The age proof certificate like admit card/school leaving certificate issued by West Bengal Board of Secondary Education or similar board.
 - Caste Category Certificate (SC/ ST/ OBC-A/ OBC-B). In case of OBC candidate's category 'A' or 'B' must be mentioned specifically in the caste certificate otherwise the candidate will be treated in "Unreserved" category.
 - Proof of Address (Passport/Voter ID Card/AADHAR Card/Driving License).
 - Photo proof identity card (Passport or Voter ID Card or AADHAAR Card or PAN Card)
 - Experience Certificate if applicable (as per Point no. 5) .
 - Hard copy/print copy of the online application form (printed within the last date of online printed copy of application), should be kept by all applicants for document verification purpose and future reference.
 - **On-line Registration Number** should be retained by all applicants for future reference. The authority is not liable to give any information regarding the on-line Registration no. in future.
5. Computer Education certificate/documents should be submitted as per requirement.
6. All the experience certificate issued and stamped by the appropriate authority starting from oldest to latest. No engagement letter/ offer letter will be considered as experience certificate.
7. Experience will be calculated after obtaining the required qualification for any post as mentioned above, till the last date of online application.
8. No objection certificate from the employer may be given if possible.
9. The Higher Secondary (10+2) percentage of marks will be calculated as per the norms of the Councilor equivalent Board. Marks will be calculated on the basis of 2 languages and 3 compulsory elective Subjects (Total 5 Subjects) only as per marks sheet of the Council/Board, which ever applicable.
10. University marks in case of Graduation will be calculated on the basis of marks obtained in all the University Examinations.
11. Place of posting may be changed as per the vacancy or requirement at the time of joining of that particular post.
12. The recruitment process including scoring for the different posts will be done as per the relevant Terms of Reference (TOR) issued by the Competent Authority which is applicable for that particular post.
13. Wrong entry in the online application (lower marks or higher marks), any mismatch with the originals, applications will be treated as cancelled during any stage in the selection process.
14. In case of any anomalies or discrepancies found with the requirements or originals of the applicant, the Competent Authority may cancel the candidate in any stage of the selection process even and after selection.
15. During the recruitment process, if new vacancy is created in any post, selection of the candidate will be made from the panel prepared from this Recruitment notification. The panel will be valid for one year from the date of publishing the list of selected candidates.


16. The decision of the Competent Authority regarding the recruitment is final.

17. Application fees of Rs. 100/- for Unreserved category and Rs. 50/- for reserved category (SC/ ST/ OBC-A & OBC-B) must be given for the above-mentioned posts through 'Online Payment Getaway' at the time of online application. Without payment of application fees, the application will not be accepted.

18. Important Date

- i) Start of Online Application Date : 12-09-2023 from 11:00AM
ii) Last date of Online Application : Midnight (11:59PM) of 22-09-2023

Applicants are requested to visit www.north24parganashealth.org at the URL "Recruitment" to fill up the online application and other notice etc. For the further communication and relevant notices will be published in following websites also. www.wbhealth.gov.in, www.north24parganas.gov.in, <http://north24parganashealth.org>. All are advised to keep visiting websites accordingly on regular basis to see the progress of recruitment process. No separate letter will be issued.


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