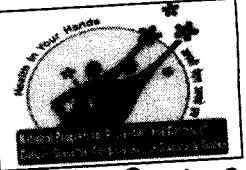




राजस्थान सरकार
निदेशालय चिकित्सा एवं स्वास्थ्य सेवाये, राजस्थान, जयपुर
स्टेट हेल्थ सोसायटी (एन.सी.डी./टोबेको कन्ट्रोल)



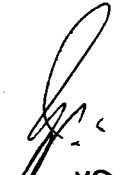
दिनांक 8.1.2013

क्रमांक :- NCD/2013 | 29

आई.टी कन्सलटेंट,
निदेशालय मुख्यालय,
राजस्थान, जयपुर।

विषय:-विभागीय वेबसाइट पर प्रदर्शन के क्रम में।

उपरोक्त विषयान्तर्गत जिला स्वास्थ्य समिति (NCD) श्रीगंगानगर द्वारा NPCDCS एवं NPHCE कार्यक्रम के अंतर्गत संविदा पदों की भर्ती के क्रम में प्राप्त विज्ञप्ति प्रारूप मय TOR के विभागीय वेबसाइट पर प्रदर्शन हेतु भिजवाया जा रहा है कृपया आज ही इसे विभागीय वेबसाइट पर प्रदर्शन कराने का श्रम करावें।


स्टेट नोडल ऑफिसर

**DISTRICT HEALTH SOCIETY (N.C.D.) AND
OFFICE OF THE CHIEF MEDICAL & HEALTH OFFICER,
SRI GANGANAGAR**



No. Estt./NCD/2012/ 19665

Dated : 28-12-2012

- : : Advertisement : -

District Health Society (NCD), Sri Ganganagar, invites application for the implementation of National Programme for Prevention and Control of Cancer, DM, CVD & Stroke and National Programme for Health Care of Elderly from approved Service Provider Agency (which are working with Medical department Sri Ganganagar only) for the job work assigned on these following post. Retired Government Personnel and Defence Personnel may apply directly for these posts within 10 days of publishing advertisement in newspaper.

Post Under NPCDCS					
S. No.	Post/Job Title	Post	Qualification and Job Description	Age Limit	Remuneration per month (consolidated)
1	District Programme Officer (DPO)	1	Details of all posts, job description, essential qualification, experience, general instruction and terms and conditions are available on departmental website www.rajsvasthya.nic.in and may be collected from Office of The Chief Medical & Health Officer, Srijanganagar.	Up to 50 years. Retired Govt./Public Sector officers up to the age of 62 years are eligible to apply.	Rs. 40,000/M
2	Specialist (Doctor)	1		50 years.	Rs. 55000/M
3	Staff Nurse (NCD)	4		40 years.	Rs. 18000/M
4	Physiotherapist	1		40 years.	Rs. 20000/M
5	Counselors	2		40 years.	Rs. 12000/M
6	Data entry oprater	1		30 years.	Rs. 10000/M
7	Care Coordinator	1		30 years.	Rs. 6000/M
8	Medical Oncologist	1		50 years.	Rs. 55000/M
9	Cytopathologist	1		50 years.	Rs. 55000/M
10	Cytopathology technician	1		40 years.	Rs. 20000/M
Post Under NPHCE					
1	Doctor(consultant)	2	- do -	50 years	Rs. 50,000/M
2	Staff Nurse	6		40 years	Rs. 15000/M
3	Physiotherapist	1		40 years.	Rs. 15000/M
4	Hospital Attendant	2		40 years.	Rs. 7500/M
5	Sanitary Attendant	2		40 years.	Rs. 7500/M

Note : Retired Govt. Personnel will get the remuneration/salary according to the rates decided by the Department of Personnel, Rajasthan Jaipur.

**CHIEF MEDICAL & HEALTH OFFICER
SRI GANGANAGAR**

A- Terms of references of staff in the District NCD Cell

1. Job title: District Programme Officer (DPO)

Qualifications:

Essential

- 1) **MBBS** or equivalent degree from institution recognized by Medical Council of India.
- 2) Must have completed compulsory internship.
- 3) **Diploma /Masters in Public Health** or **MD/DNB in Preventive & Social Medicine/ Community Medicine/ Community Health Administration/MBA (Health Care Administration).**
- 4) **At least 5 years experience in Health Management/ Public Health Programme/ Health Services** after obtaining post graduate degree. For DPO minimum 3 years experience is required.

Desirable: Experience in Non Communicable Disease control program/projects.

Age Limit: Up to 50 years. Retired Govt./Public Sector officers up to the age of 62 years are eligible to apply.

Job requirements/Responsibilities:

- 1) **Preparing Programme Implementation Plan.**
- 2) **Organizing State level review meetings and orientation workshops.**
- 3) **Organizing training program for Medical Officers including AYUSH Practitioners, nurses and health workers.**
- 4) **Visiting districts to monitor the NCD activities.**
- 5) **Reviewing program implementation at district and below district levels.**
- 6) **Collaborating with Centre, Medical Colleges, Districts, NGOs and other sectors.**
- 7) **Preparing and submitting quarterly progress report for NPCDCS to SNO (NCD).**
- 8) **Any other job assigned by concerned officers.**

Remuneration: Up to Rs. 55,000/month (consolidated); for DPO: Rs. 40,000/month

B- Term of references for staff at District Hospital under NPCDCS

1. Job title: District Medical Officer (NCD) -1

Qualifications:

Essential: MD in Medicine or equivalent degree from institutions recognized by Medical Council of India.

Desirable:

- 1) **DM** or equivalent degree in Endocrinology or Cardiology.
- 2) **At least 2 years experience of working as specialist/ super specialist in a hospital.**

Age Limit: 50 years.

Job requirements/responsibilities:

- 1) **To examine and manage Diabetes, Hypertension, Cardiovascular diseases and Stroke patients.**
- 2) **To do periodic follow up of such patients.**
- 3) **To ensure timely emergency care to cases of Diabetes, Hypertension, Cardiovascular diseases and Stroke.**
- 4) **To impart training to the health personnel of Community Health Centre as per guidelines issued by National NCD Cell.**
- 5) **Supervision and Monitoring of activities of District NCD clinic.**

Remuneration: Rs. 55000/month (consolidated).

2. Job title: Medical Oncologist (NCD) -1

Qualifications:

Essential:

MD in Medicine or equivalent degree from institution recognized by Medical Council of India.

Desirable:

- 1) DM in Medical Oncology or equivalent degree.
- 2) At least 2 years experience of working in Medical Oncology in a hospital/TCC (erstwhile RCC).

Age Limit: 50 years.

Job requirements/responsibilities:

- 1) To investigate suspected cases of cancer.
- 2) To plan and supervise chemotherapy regimes for cancer cases of Breast Head & Neck, ervix etc.
- 3) To do periodic follow up of cancer patients.
- 4) To refer complicated cases to nearest TCC for further management.
- 5) To impart training to the nurse and counsellor in identifying early signs and symptoms of side effects of chemotherapy.
- 6) Supervision of Day Care Chemotherapy services at District NCD clinic.

Remuneration: Rs. 55000/month (consolidated).

3. Job title: Cyto-pathologist (NCD) -1

Qualifications:

Essential: MD/Diploma in Pathology or equivalent degree from institution recognized by Medical Council of India.

Desirable:

At least 2 years experience of working in Oncopathology in a hospital/TCC (erstwhile RCC).

Age Limit: 50 years.

Job requirements/responsibilities:

- 1) To supervise the Cyto- pathology services at District NCD clinic.
- 2) To prepare reports of the samples examined.

Remuneration: Rs. 55000/month (consolidated)

4. Job title: Cytopathology Technician (NCD) -1

Qualifications:

Essential: Bachelor of Medical Laboratory Technology (B.Sc. (MLT) / Diploma in Medical Laboratory Technology (D. M. L. T.) from a recognized institute.

Desirable:

- 1) Master of Medical Lab Technology (MLT)
- 2) At least 2 years experience of working in Cyto-pathology in a Hospital.

Age Limit: 40 years.

Job requirements/responsibilities:

- 1) To prepare slides of the samples collected.
- 2) To help Cytopathologist in the supervision of Cyto-pathology services at District NCD clinic.

Remuneration: Rs.20000/month (consolidated).

5. Job title: Staff Nurse (NCD) -4*

Qualifications:

Essential:

Bachelor's degree / diploma in nursing.

Desirable:

At least 2 years experience of working in a Hospital.

Age Limit: 40 years.

Job requirements/responsibilities:

1) To assist District Medical Officer in management and follow-up of patients attending the NCD Clinic and Cardiac Care unit.

2) To assist Medical Oncologist in management and follow-up of patients on chemotherapy drugs in the Day Care Chemotherapy Centre.

3) To counsel patients and their family members about risk factors of NCDs.

4) To provide home based palliative care.

5) Any other job assigned by concerned officers.

Remuneration Rs. 18000/month (consolidated).

*Four nurses would be appointed at District Hospital and would be rotated to OPD /CCU and Day Care Chemotherapy Center on regular frequency.

6. Job title: Physiotherapist (NCD) -1

Qualifications:

Essential Bachelor's degree in Physiotherapy (B.P.T)

Desirable:

At least 2 years experience of working in a Hospital.

Age Limit: Up to 40 years.

Job requirements/responsibilities:

1) To manage and follow up patients requiring physiotherapy services.

2) To make domiciliary visits for providing physiotherapy services to bedridden patients.

3) To counsel patient and their family about risk factors of NCDs.

4) Any other job assigned by concerned officers.

Remuneration Rs. 20000/month (consolidated).

7. Job title: Counsellor (NCD) -2

Qualifications:

Essential: Bachelor's degree in social sciences or Degree/ Diploma in counseling/Health Education/ Mass Communication.

Desirable:

At least 2 years experience of working as a counselor in a health care facility.

Age Limit: 40 years.

Job requirements/responsibilities:

1) To provide counseling on life style diseases and their risk factors to patients and their family members.

2) To plan IEC activities vis-à-vis Non Communicable Diseases or life style diseases.

3) To make domiciliary visits for providing counseling to bed ridden cases and attendants (or family members).

Remuneration: Rs. 12000/month (consolidated).

8. Job title: Data Entry operator-1

Qualifications:

Essential: 1) 10+2 with Diploma/ Certificate (Minimum 6 months or more duration's course) in computer application from a reputed institute.

2) Typing speed of 40 wpm in English.

3) Data entry speed of minimum 8000 key depressions/hr.

4) Should be well conversant with common computer programmes (Word processing and Data processing).

Desirable:

At least one year experience of working as Data Entry Operator (DEO).

Job requirements/responsibilities:

1) To ensure regular entry of all relevant data in the computer pertaining to various aspects of NPCDCS in a systematic manner to facilitate its analysis.

2) To analyze data and compile reports.

3) To maintain and up-keep the computer and its accessories including virus defence.

4) Any other job assigned by DMO as per programme need.

Age Limit: 30 years.

Remuneration: Rs.10000/month (consolidated).

9. Job title: Care coordinator-1

Qualifications:

Essential: 1) 10+2.

2) Good communication skills

Desirable:

Basic knowledge of computer like Word processing and Data processing.

Job requirements/responsibilities:

1) To coordinate activities of patient care at District Hospital such as home visits for bedridden cases, outreach activities, transport and referral of patients.

2) Any other job assigned as per programme need.

Age Limit: 30 years.

Remuneration: Rs.6000/month (consolidated).

C. Term of references for staff at District Hospital under NPHCE

1. Job title: Consultant Medicine -2

Qualifications:- MD in Medicine or equivalent degree from institution recognized by Medical Council of India.

Desirable:

At least 2 years experience of working as a specialist in a hospital.

Age Limit: 50 years.

Job requirements/responsibilities:

1) To examine and manage health care needs of the elderly.

2) To provide in-patient care to the elderly.

3) To do periodic follow up of the elderly patients.

4) To plan and manage Geriatric camps in PHCs/CHCs and other sites periodically.

5) To refer complicated cases to tertiary level hospitals/ Regional Geriatric Centres.

- 6) To impart training to the health personnel of Community Health Centre and Primary Health Center as per guidelines issued by National NCD Cell.
7) Supervision and monitoring and of activities under NPHCE at District Hospital.
Remuneration: Rs. 50000/ month (consolidated).

2. Job title: Staff Nurse -6

Qualifications: Bachelor's degree/diploma in nursing.

Desirable:

At least 2 years experience of working in a hospital.

Age Limit: 40 years.

Job requirements/responsibilities:

1) To assist Medical Officers /Consultants in management and follow -up of elderly patients attending the OPD and admitted in the Geriatric Ward.

2) To assist in planning and management of Geriatric camps in PHCs/CHCs and other sites.

3) To counsel patients and their family members about risk factors of NCDs.

Remuneration Rs. 15000/month (consolidated).

3. Job title: Physiotherapist-1

Qualifications: Bachelor's degree in Physiotherapy (B.P.T)

Desirable:

At least 2 years experience of working in a hospital.

Age Limit: 40 years.

Job requirements/responsibilities:

1) To manage and follow up patients requiring physiotherapy services.

2) To make domiciliary visits for providing physiotherapy services to bedridden patients.

3) To counsel patient and their family about risk factors of NCDs.

4) Any other job assigned by concerned officers.

Remuneration Rs. 15000/month (consolidated).

4. Job title: Hospital Attendant-2

Qualification: Matriculation

Desirable:

At least 2 years experience of working in a hospital.

Age Limit: 40 years.

Job requirements/responsibilities:

1) To assist in providing care to elderly in-patients and out-patients.

2) To assist in follow up and care of elderly patients.

3) Any other job assigned by concerned officers.

Remuneration Rs. 7500/month (consolidated).

5. Job title: Sanitary Attendant -2

Qualifications: Matriculation

Desirable:

At least 2 years experience of working in a hospital.

Age Limit: 40 years.

Job requirements/responsibilities:

1) To maintain cleanliness and hygiene in OPD and in-patient department.

2) To provide adequate sanitary care to patients.

3) Any other job assigned by concerned officers.

Remuneration Rs. 7500/month (consolidated).