



एक कदम स्वच्छता की ओर

No. ISCP/57/124/01/2022/NCDC/DZDP
Government of India
National Centre for Disease Control
(Directorate General of Health Services)
22-Sham Nath Marg, Delhi -110 054



WALK-IN-INTERVIEW

The Walk-in-Interview for filling up the following posts under the “National One Health Programme for Prevention and Control of Zoonoses” (NOHP-PCZ) on contract basis through Walk-In-Interview for a period of one year, **will be held in the month of September at NCDC, Delhi, 22-Sham Nath Marg (Near Civil Line Metro Station), Delhi – 110 054;-**

| Name of the post & Place of Posting | Total no. of posts | Approved monthly remuneration (Rs.) | Date of walk-in-interview | Age Limit | Qualification & experience | Terms of Reference |
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| Wild Life Officer/Research Officer (Wild Life) Place of Posting: Delhi | One | Consolidated Rs. 75,000/- (No other allowances are permissible except TA/DA on official tours as per Govt. rules) | 22.09.2022 | Not more than 65 years (In case of retired Govt. Servants as per DoPT guidelines) | Essential Qualification Requirements: - Master Degree in Wildlife, Science/Zoology/Life Sciences/Environmental Sciences/ related subjects with a minimum of 5 years' experience in research in academic Institutions or science and technology organizations and Scientific activities and services or Doctoral Degree in Wildlife Science/Zoology/Life Sciences/Environmental Sciences/ related subjects Experience- Have publications in peer-reviewed journals, Experience in GIS/RS software such as ERDAS Imagine, QGIS & ArcGIS, MAXENT strong is desirable | Terms of Reference: 1. Liaison with wild life and animal husbandry department 2. Provide technical assistance to implement the programme and ensure operational continuity of the programme. 3. Help with data collection, reporting, analysis and other local action pertaining to the programme. 4. Assist in co-ordination of various activities of the programme by interacting with all the sectors involved in the programme. |

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| | | | | | | 5. Assist in development of trained health manpower by organizing training for trainers and medical and paramedical professionals, monitoring training impact on the field and assessing emerging training needs. |
| Technical officer (Information Technology (IT)) | One | Consolidated Rs. 75,000/- (No other allowances are permissible except TA/DA on official tours as per Govt. rules) | 22.09.2022 | Not more than 65 years (In case of retired Govt. Servants as per DoPT guidelines) | Postgraduate (Computer Science / Information Technology / Electronics) or MBA (Information Technology / System) or B Tech (Information Technology / Computer Science / Electronics) with MBA (full time) from recognized institutions of UGC / AICTE. | <ul style="list-style-type: none"> Understand the functional and technical requirements from the departments (Centre, State / UT and other involved stakeholders) for implementation of programme and preparation of quality and 2 standard concept document, design documents, process flow document, implementation frame-work, guidelines, protocol and user manuals towards the requirements. Liaison with senior officers of the Government / Ministry to |

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| | | | | | | <p>operationalize and integrate the analytical framework</p> <ul style="list-style-type: none">• Development of tools for integration and validation of data from IHIP and other standard sources, including IT platforms necessary for its operationalization.• Provide training, review and implementation support for the web portal and other applications for strengthening surveillance of zoonotic diseases.• Do troubleshooting, testing of application, identify grey areas and provide expert support for improvisation of existing system.• Provide implementation support and guidance to States / UTs and help in capacity building / training in all TORs related to IT.• Periodic follow up with States / UTs and other involved stakeholders on implementation |
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| | | | | | <ul style="list-style-type: none">• coverage and gap, preparing brief on bottlenecks / challenges, assist in preparation of technical training module and development of resource material.• Review and redesign the web-based program and user guidelines, procedures and tools with a view to integrating the monitoring and evaluation framework, considering good practices of other stakeholders.• Undertake field visits whenever required.• Undertake other assignments, which may be assigned from time to time by the reporting authority. <p>Desired skills:</p> <ul style="list-style-type: none">• Proficiency in MS Office, application testing, basic knowledge of mobile technologies, ICT in health, data analysis, data mining and reports.• Experience in designing tools and strategies for data |
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| | | | | | | <ul style="list-style-type: none">• collection, analysis and production of reports.• Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English. Working knowledge of Hindi is also desirable.• Demonstrated ability to work in a multi-disciplinary team environment.• Willingness to travel to States / UTs and districts to provide technical assistance and ability to work on different assignments simultaneously to meet the timelines for assignments.• Preference would be given to the candidate having experience of working with Centre / State / UT health department. |
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| <p>Technical Officer (GIS)/ Research scientist GIS/Earth sciences Place of posting: <u>Delhi</u></p> | <p>One</p> | <p>Consolidated Rs. 70,000/- (No other allowances are permissible except TA/DA on official tours as per Govt. rules)</p> | <p>22.09.2022</p> | <p>Not more than 65 years (In case of retired Govt. Servants as per DoPT guidelines)</p> | <p>Qualification and Experience:- Post Graduate qualification in Computer applications / Computer Science / Information Technology / Mathematics / Physics / Statistics / Atmospheric Science, / Remote Sensing. And more than 2 years' experience preferably in GIS related projects in Health or Social Sector Desirable: Experience in GIS/RS software such as ERDAS Imagine, QGIS & ArcGIS, MAXENT strong modelling and data analytics skills, knowledge of coding in R and/or Python, should have prepared research/technical reports.</p> | <ul style="list-style-type: none"> • To assist in development of a GIS based information system for zoonotic diseases to support planning, monitoring and evaluation and advocacy at all levels of the health services. • To develop the technical components of the web-based information system including a GIS platform, which can be used at all levels of the health system, and which is to the extent possible, compatible with other information system used in the public health sector in India, • To develop comprehensive plan for development of software for management of data related to zoonotic diseases. |
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| | | | | | | <ul style="list-style-type: none">• In collaboration with the M&E and public health consultants, to develop formats for collection of data on paper and or by direct electronic input as well as formats for routine-generated electronic report including.• To provide necessary training for state level VBDCP IT staff.• To keep liaison with the National Informatics Centre (NIC) and NICNET and other relevant stakeholder |
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| <p>Technical Officer (Ecology/ Life Sciences) Place of posting: Delhi</p> | <p>One</p> | <p>Consolidated Rs. 70,000/- (No other allowances are permissible except TA/DA on official tours as per Govt. rules)</p> | <p>22.09.2022</p> | <p>Not more than 65 years (In case of retired Govt. Servants as per DoPT guidelines)</p> | <p>Qualification: - Master's degree in Environmental Sciences/Earth Sciences/ Botany/ Zoology/ Wildlife Science/ Forestry/ Ecology/Landscape Ecology / Geoinformatics (Vegetation)/ Ichthyology/ Botany or bachelor's degree in Engineering/Technology in Environmental Sciences/Biotechnology from a recognized University/Institute. (ii) Two years' experience in collection and analysis of data on Environmental subjects.</p> | <ul style="list-style-type: none"> • Assist to Prepare technical papers and analytical briefs on priority environment and zoonotic diseases • Support implementation of program activities, • Support coordination, promotion advocacy with stakeholders working in the field of Health Such as Ministry of Environment & Climate Change, etc. • Assist in developing and organizing capacity building Programs and workshops in environment and health, in particular on-air quality and health, • Prepare capacity building materials. • Establish and maintain collaboration with external |
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| | | | | | | <p>experts, partners and stakeholders to ensure timely and seamless interactions, including receiving external input, collecting and handling comments, and providing feedback</p> <ul style="list-style-type: none">• Develop research methods and systems that are best fit for the chemicals and environment that are being researchedUse observations, samples, and specimens to collect data• Review current scientific literature on an ongoing basis to stay abreast of developments in the fieldRecord and store observations, samples and specimens in the lab and in fieldwork• Supervise field and lab work |
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| | | | | | | and overlapping project segments and workgroups Train and supervise administrative support staff |
| Accounts Officer/Grant Manager | One | Consolidated Rs. 60,000/- per month | 23.09.2022 | Not more than 65 years (In case of retired Govt. Servants as per DoPT guidelines) | Qualification/Experience/Desirable:- <ul style="list-style-type: none"> • MBA / Post Graduate Diploma (2 years) in HR from a recognized university/institution with Minimum 4 years of post-qualification work experience in Recruitment & other HR functions. • Working experience in Government / Social Sector is desirable • Knowledge and experience of governmental recruitment, documentation, filing & correspondence process in Human Resource Management will be preferable. • Knowledge of working on automated attendance system / any HRMIS software | <ul style="list-style-type: none"> • Assist HoD in overall management of Administration • managing all HR functions at the Division • Maintain electronic and paper records ensuring information is organized and easily accessible. • Handle and prioritize all outgoing or incoming correspondence (e-mail, letters, packages etc.), sort in the respective folders. • To priorities agenda and assist in planning appointments, board meetings, conferences etc. • Assist to prepare presentations or reports as assigned. |

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| | | | | | <ul style="list-style-type: none"> • Computer proficiency in MS Office – Word/ PowerPoint and advance excel skills. • Excellent verbal & written communication skills. • Ability to complete multiple tasks under pressure and should be a team player | <ul style="list-style-type: none"> • Assist in compiling, proofread and revise drafts of documents and report • Ensure efficient and effective administrative information and assistance. • Undertake any other assignments, which may be assigned from time to time • Assist in Procurement of Goods & Services, Vendor Management and Management of outsourced support services |
| Entomologist Place of posting: Delhi | One | Consolidated Rs. 75,000/- (No other allowances are permissible except TA/DA on official tours as per Govt. rules) | 23.09.2022 | Not more than 65 years (In case of retired Govt. Servants as per DoPT guidelines) | Essential Qualifications:- M.Sc in Entomology / Zoology preferably Doctorate (PhD) in Medical Entomology. Experience: Experience of 10 years or more in the field of entomological investigations pertaining to Zoonotic diseases of public health importance during outbreaks, zoonotic disease surveillance including plague surveillance in India. Desirable: | 1. The Senior Consultants (Public Health Specialists) will work closely with the MOHFW, and MoFAHD. Under the direct supervision of Programme Officer Provide technical assistance and programmat |

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| | | | | | <ul style="list-style-type: none"> • Broad knowledge and understanding of disease surveillance system, epidemiology and Public Health practice • Excellent skill in data analysis in field epidemiology Public health setting • Willing to travel extensively India | <p>ic support to the MoHFW and states under the Project.</p> <ol style="list-style-type: none"> 2. Develop and update guidelines, TORs, templates, formats along with guidance document to States and support to the state 3. Facilitate development and implementation of the project and proposals/strategies derived from the situational analysis 4. Review of epidemiological data and provide feedback to the implementation agencies and MoHFW 5. Ensure consolidation and dissemination of approved annual work plans along with budget to implementing and prepare quarterly progress report based on |
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| | | | | | | results framework |
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| Epidemiologist Place of posting: Delhi | One | Consolidated Rs. 75,000/- (No other allowances are permissible except TA/DA on official tours as per Govt. rules) | 23.09.2022 | Not more than 65 years (In case of retired Govt. Servants as per DoPT guidelines) | Qualification:- MBBS recognized by Medical Council of India (MCI) with MD (PSM/Community Medicine) / MD (CHA) / MD (Tropical Medicine) recognized by MCI or DNB (Social and Preventive Medicine / Community Medicine); OR MBBS recognized by MCI with Masters of Public Health (MPH) / Diploma in Public Health (DPH) / Master in Applied Epidemiology (MAE) / Diploma in Health Administration (DHA) from recognized University of India along OR Qualification -MBBS recognized by MCI with EIS Training Course Certificate. OR Medical Graduate with Post Graduate Degree/Diploma (preferably in Epidemiology or Public Health such as MD, MPH, DPH, MAE etc.) OR Master of Veterinary Science, preferable in Public health, Epidemiology, or Preventive medicine Experience - with One years' experience in Public Health after acquiring mentioned post graduate qualifications; | 1. Organize and monitor timely collection, compilation and analysis of surveillance data from allotted States and take appropriate action and give feedback to concerned States/UTs. 2. Regular visits for monitoring the implementation of rabies control programs 3. Initiate and guide outbreak investigations promptly following the Standard Operating procedures. 4. Support effective operational integration of disease control efforts based on the surveillance data 5. Coordinate regular meetings of key strategic stakeholders & collaborations and assist in inter-sectoral coordination for effective implementation of the ISCP |

Other terms & condition are as under:-

1. The appointment is purely on contract basis for a period of one year. Thereafter, the contract will lapse automatically.
2. The appointment can also be terminated at any time, on either side, by giving one month's notice or by paying one month's salary, without assigning any reason or failure to complete three months to the satisfaction of the competent authority.

3. The appointee shall perform the duties assigned to him/her. The competent authority reserves the right to assign any duty as and when required. No extra/ additional allowance will be admissible in case of such assignment.
4. The appointee shall not be entitled to any benefit like Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc. or any other benefits available to the Govt. servants appointed on regular basis.
5. The appointee shall be on the whole time appointment of the Institution and shall not accept any other appointment, paid or otherwise and shall not engage himself/herself in a private practice of any kind during the period of contract.
6. The appointee will have no claim for extension of employment on contractual basis beyond expiry of contract unless further extension is allowed.
7. The appointee will be treated as **NON-OFFICIAL** .
8. The appointee will not be entitled for any service benefit as admissible to regular employees of the NCDC.
9. The appointee is not entitled to any TA for joining the appointment.
10. If any declaration given or information furnished by him/her proves to be false or if he/she is found to have wilfully suppressed any material information, he /she will be liable for removal from service and also such other action as the Government may deem necessary.

Eligible candidates fulfilling the educational qualification, experience etc. as mentioned above may appear for the Walk-in-interview/ Written Test/ Skill Test on the above-mentioned dates/ time at National Centre for Disease Control, 22-Sham Nath Marg; Delhi -110 054 (Near Civil Line Metro Station). The eligible candidates may register their names for interview between 10.00 A.M to 11.00 A.M. along with a resume, original certificates with attested copies and one passport size photograph. Registration will be closed at 11.00 A.M sharp. **Candidate reporting after 11.00 AM will not be entertained. Candidates without original documents will also not be entertained. The candidates must ensure their eligibility as per above Terms of Reference, before appearing for Walk-in-interview/ Written Test/ Skill Test.**

(PRAKASH DOVAL)
ADMINISTRATIVE OFFICER
FOR DIRECTOR
Email: prakashdoval@gmail.com
Phone No. 011-23971875

Employment History (Supportive Documents compulsory)

| Sr. No | Organization and place | Experience Specify | Service From to |
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Please fill up the form in capital letters, attested copy of degrees/ certificate should be attached with application form. Originals to be brought with application form at the time of registration for verification.

Signature of Candidate