



**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 of the following **06 (six) posts** to be filled purely on contract basis for a period one year under the PM-ASBY, will be held on **08.08.2022** at NCDC, 22-Sham Nath Marg (Near Civil Line Metro Station), Delhi- 110 054, as under: -

S. No.	Designation and number required	Age Limit	Roles and Responsibilities	Minimum Professional Qualification	Minimum experience	Salary Range (Maximum per month in INR)
1	Senior Public Health Consultant, (1)	Not Exceeding 60 years	Leads the project to deliver core functions and outputs (Project Management, Technical Support, Fiduciary and Enforcement of Environmental and Social Safeguards) Support in Situational Analysis on various aspects of the Health Sector.	Advanced university degree in Health (medicine or public health) or Social Sciences. Post graduate degree in Medicine/ Public Health/ communicable Diseases and/or Business Administration.	Minimum 10+ years of experience out of which 5 years relevant experience in Infectious diseases.	1,75,000/-
2	Technical Specialist (Disease Surveillance) (1)	Not Exceeding 60 years	Bolster existing Integrated Disease Surveillance Programme (IDSP). Capacity building of States to strengthen community based surveillance systems. Also manages operational and administrative aspects of the project Supports the Team Leader in the day-to-day oversight of the project activities.	Degree in Medicine or advance university degree in public health/ epidemiology/ infectious diseases	5 years of extensive field experience in managing emergency situation with a focus on communicable diseases	1,25,000/-
3	Technical Specialist (Laboratory Strengthening) ((1)	Not Exceeding 60 years	Support the development of laboratory capacity and diagnostic. Conduct bio safety risk assessment in all laboratories and build systems. Develop a comprehensive bio-risk management system.	Post graduate qualifications in microbiology with MBBS recognized by Medical Council of India (MCI)	5 years of Experience in Medical Microbiology	1,25,000/-
4	Procurement Specialist (1)	Not Exceeding 50 years	Supports and assist in all aspects of procurement including planning, drafting bid documents, bid evaluation, preparing award recommendation, contract drafting & signing, handling STEP portal, liaising with international agencies and embassies, Monitoring and reporting on procurement & contract management and conducting post procurement reviews (PPR)	Graduate in any discipline from a recognized University. MBA or Post Graduate Diploma in supply chain Management is desirable. Preference to be given for experience in any Public Health Programme. Working knowledge of computers	5 years' experience in managing procurement and supply management, preferably drugs & other commodities in Health sector.	1,00,000/-

Continued...2

S. No.	Designation and number required	Age Limit*	Roles and Responsibilities	Minimum Professional Qualification	Minimum experience	Salary Range (Maximum per month in INR)
5	Consultant Finance (1)	Not Exceeding 50 years	Support Financial Management Specialist / PMU in all aspects of financial managements including follow up and review of SOEs, preparation of IUFR, audit report and compliances; and any other FM matter for effective delivery of the emergency operation.	B. Com/ CA/ MBA/ M. Com or a Graduate in commerce related field	Minimum 5 years of experience in Govt. Accounting, including preparing and handling of budgets and finance related activities including coordination with external agencies and other Govt. Departments. Prior experience in implementing PFMS is desirable.	75,000/-
6	Program Assistant (1)	Not Exceeding 40 years	Assist in implementation of the project	Graduate in any discipline	5 years or more experience in health sector	60,000/-

OTHER TERMS & CONDITIONS

1. The appointment is purely on contract basis for a period one year (from the date of their assuming charge). Thereafter, the contract will lapse automatically. 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.
2. 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.
3. 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.
4. 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.
5. The appointee is not entitled to any TA for joining the appointment.
6. Other conditions of service will be governed by relevant rules and orders issued from time to time.
7. 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/ 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 9.30 AM to 10.30 AM along with a resume, original certificates, one passport size photograph and their attested copies. Registration will be closed at 10.30 AM sharp. Candidate reporting after 10.30 AM will not be entertained. Candidates reporting without original document will also not entertained. The candidate must ensure their eligibility as per above Terms of Reference, before appearing for Walk-in-interview/ skill test.

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

CURRICULUM VITAE

Photograph

(Post applied _____ Sl. No. _____)

CONTACT INFORMATION

Name	
Address	
Telephone/ Cell Phone	
Email	

Personal information

Date of birth and age as on 08.08.2022	
Place of birth	
Gender	
Marital status	
Father's Name	

EDUCATION FROM HIGHEST TO 10TH

Degree/ certificate	Institute	Year of passing and % Marks/ CGPA

EMPLOYMENT HISTORY FROM LATEST ATTACH SHEET

Sr. No. Designation	Organization and place	Experience (Specify)	Service (from _____ to _____)

Please fill up the form in capital letters, attested copy of degrees/ certificate should be attached with application form. Originals may be brought with application form at the time of registration for verification.

Signature of Candidate