File No

# District Health & Family Welfare Society, District Panipat
# Advertisement

District Health & Family Welfare Society, District Panipat invites applications on the prescribed format from the eligible candidate for filling up of the following vacant posts through prescribed selection criteria at the Civil Surgeon Office, Panipat of Haryana under National Health Mission, Haryana purely on contract basis initially upto 31.03.2023 with detail as mentioned below. (Candidate must go through the instructions uploaded on NHM Haryana website i.e. www.nhmharyana.gov.in before applying). Last date of submission of application forms complete in all aspects is upto 15.03.2023 till 04:00 PM Sharp. The date of written test and Interview will be intimated on website www.nhmharyana.gov.in, later on.

| Sr. No. | Name of Post | No. of Post | Program Name | Eligibility | Entry Level Pay (Rs.) |
|---|---|---|---|---|---|
| 1. | **ANM** (General – 5, SC –2, BC A – 1, BC B – 1, BC A (Exserviceman-1) | 3 | Maternal Health SubCenter – Pathergarh, Dehra, Kurar | (i) ANM course from recognized institution by Government<br>(ii) Registered with Haryana Nurses Registration Council.<br>(iii) Hindi /Sanskrit up to Matric. | 9840/- |
| | | 1 | RBSK/MHTeam Urban | | |
| | | 6 | NUHM/UPHCS – Samalkha 3, Batra Colony 1, Rajeev Colony 1, Peri urban Ugrakheri 1 | | |

**Date of Document Verification – 21.03.2023 & 22.03.2023**

**Date of Written Test and Computer Test – 24.03.2023**

Civil Surgeon
Panipat

Dy. Civil Surgeon (NHM)
Panipat

28/02/2023

DPM
Panipat

DAM
Panipat

## Important Instructions:

- No TA/DA will be paid for coming for Written Test/Interview.
- Full particulars in clear legible handwriting with Contact No., E-mail ID, Postal Address with Pin code, passport sized photo, self attested copies of Educational Qualification (degree/diploma and marksheets), Experience certificates and residence proof should be attached with the application form.
- The posts are approved vide letter no. NHM/DFA/ROP/2022-23/4308 dated 05.08.2022. Please carefully read selection criteria before filling the application form vide letter no. letter No. NHM/Admin/HRC-1/2021-22/7591-7620 dated 20.09.2021. (copy attached)
- Completed Application forms will be accepted in Office of Civil Surgeon, Panipat on all the working days as per schedule from 9.00AM till 4:00 PM. The by hand application will be accepted only in working days till 15.03.2023 at 4.00PM only. (The office will remain closed on Saturday, Sunday and Gazetted Holiday).
- Department will not be responsible for any postal delay, so last date of submission shall be strictly adhered to.
- Unfilled, unsigned and incomplete application forms will be considered as rejected.
- If a candidate has passed his/her Education from Private/Deemed University then he/she has to submit UGC approved certificate for university and Course for the period of concerned year of passing.
- **No documents will be accepted after submission of application form.**
- Any sort of canvassing or influencing the officer related to selection and recruitment process would result in immediate disqualification of the candidate.
- One application will be considered for one post only.
- Service Bye Laws of NHM-2018 will be applicable for these posts as given on website of NHM Haryana.
- District Authorities (Document Verification Committee) has right to reject any application if found improper or having misleading information.
- The authorities has right to cancel any of the post/interview at any time without specifying any reason.
- There may be change in number of posts and place of posting as per directions from office of Mission Director, National Health Mission Haryana
- Original and valid documents in support of academic qualifications, registration (as applicable) and work experience shall be required to be produced at the time of document verification and interview.

- For claiming local area residential weightage any three of the following documents must be submitted along with application form; (i) Passport (ii) Election Card ID Card (iii) Ration Card with address (iv) Bank Passbook/Post office Pass Book (v) Caste and Domicile Certificate with address and the photo issued by State Govt. (vi) Parivar Pehchan Patra (vii) Electricity Bill (not older than last three months). No weightage will be given in absence of minimum three residential proofs (any of the above mentioned three documents).
- No person shall be appointed to the post in the service by direct recruitment who is less than 18 years or more than 42 years of age except for age relaxation as directed by Mission Director, National Health Mission Haryana.
- The posts are contractual in nature which may be renewed further subject to approval from State Authorities and annual appraisal reports.
- Number of posts can be increased or decreased by the NHM. These posts may be discontinued at any time depending upon the work load, requirement or validity of the project.
- Post of reserved category will be filled up as per Haryana Government Policy.
- A declaration has to be submitted along with application form by the applicant stating that there is no FIR or conviction/ acquittal/ arrest or pendency of a Criminal case against him or her.
- It is clarified that a person/candidate who has been terminated or discontinued from the service of NHM as per the provisions mentioned in the NHM Service Bye Laws at clause no. 21 (b) & (c), he/she will be treated as disqualified candidate for any fresh requirement under NHM as per the provision mentioned in the service Bye Laws clause no. 9 (2) "Disqualification" *No person who has been dismissed from the mission under any state or at National Level or from the service of Govt. Of India or any state Government or any local authority, a corporation or institute, shall be eligible for appointment to any posts.*
- All the posts are non transferable and selected candidate will remain posted at the place of appointment.
- Any additional work/placement under NHM can be assigned by appointing authority.
- No separate call letter should be issued for Written Test/Interview. Candidates to check website of NHM Haryana for any further update.
- For more information Contact No. 9306113100, 0180-2640099

22/3/23
Civil Surgeon
Panipat

28/02/23
Dy. Civil Surgeon, NHM
Panipat

DPM
Panipat

# NATIONAL HEALTH MISSION

Paryatan Bhawan, Bays No. 55-58, Sector-2, Panchkula, Haryana
Tel No: 0172-2560124, 2573922, 2570458, Fax: 0172-2580466
Website: nrhmharyana.gov.in, E-mail ID admn.nrhmhry@gmail.com

From,

Mission Director,
National Health Mission,
Bays No. 55-58, Sector-2
Panchkula, Haryana

To

All Civil Surgeons
Haryana State

**Memo No:** NHM/Admin/HRC-1/2021-22/ 7591-7620 **Dated:** 20/9/2021

**Subject:** **Revision of Selection Criteria for the recruitment of posts at District level.**

In reference to subject cited above.

This is to inform you that while exercising the power conferred under clause no. 24 of Service Bye Laws – 2018 for contractual employees under NHM, Haryana, a decision has been taken in the 8th Executive Committee Meeting and Governing Body Meeting of State Health Society, Haryana, held on dated 20.07.2021 & 01.09.2021 respectively , the partial modification of office letter no: NHM/Admin/HR/2020-21/10633-54, dated 27.01.2021, with regard to marks allotted for *local area weightage*. And the same shall be applicable with immediate effect along with the instructions/additional guidelines mentioned therein. The modification in the said Selection Criteria is as follows:

## Modified Selection Criteria for the recruitment at District

| Sr. No. | Components | Modified weightage | | | |
|---|---|---|---|---|---|
| | | GP: 4200-5400 | GP:1900-4000 | GP:1650 | MOs & Specialists |
| 1 | Basic Qualification | 25 | 30 | 60 | 50 |
| 2 | Additional qualification such as higher degree in the same Discipline. | 10 | 10 | 10 | 25 |
| 3 | Relevant Post Qualification Experience(any State Govt./SemiGovt. /UT/any Govt. Board/ Corporation) | 10 | 10 | 10 | 20 |
| 4 | NHM Experience | – | – | – | – |
| 5 | Written Test/Proficiency Test /any other test prescribed. | 20 | 20 | – | – |
| 6 | Computer Skill Test | 10 | 10 | – | – |
| 7 | **Local area weightage =20 marks.**<br>• Weightage of marks "for district applicants" :**20 marks (the candidate be a bonafide resident of the district.)**<br>• Weightage of marks for "out of the district applicants" : **Zero(O) marks**<br>***For the recruitment of all posts except MO's & Specialists.** | 20 | 20 | 20 | – |
| 8 | Interview | 5 | – | – | 5 |
| **Total** | | **100** | **100** | **100** | **100** |

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Checklist for acceptable documents as proof of address from General Public is as under:

| Sr.No | List of Documents for proof of Address(Residential Proof) |
|---|---|
| 1 | Passport |
| 2 | Election Card ID Card |
| 3 | Ration Card with Address |
| 4 | Bank Passbook/Post Office Passbook. |
| 5 | Cast and Domicile Certificate with address and the photo issued by State Govt. |
| 6 | Parivar Pehchan Patra |
| 7 | Electricity Bill (not older than last three months) |

- **Note: Any of the above three documents (Sr.No 1 to 7) be produced at the time of recruitment.**

**Instructions:**

1. It is clarified that, no contractual staff under NHM , ***approved in RoP,*** should be recruited without proper advertisement and screening test.
2. The Screening test/Proficiency test is to check IQ, General Knowledge and information of the candidate about the concerned subject.
3. For every post, advertised, atleast 4-5 times the number of eligible Candidates should be shortlisted through screening/proficiency test. If the total number of applicants are less than 2-3 times, the number of eligible candidates should be shortlisted through Screening/proficiency test only. Those candidates who are unable to get 40% in screening/proficiency test should **not be** shortlisted for further process of recruitment.
4. Please ensure that, a copy of the reference to Public Relation Department for advertisement should be endorsed to Private Secretary to Hon'ble Health Minister, Haryana.

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**Additional guidelines for selection criteria are as under:-**

- The formula for calculating the marks for qualification and additional qualification (Sr. no 1 & 2 of above table) will be done by multiplying the percentage of marks obtained by the candidates with weightage and divided by 100.
- 02 marks will be given for each completed year of experience, with maximum of 10 marks for all Posts except MO's & Specialist.
- 05 marks will be given for each completed year of experience, with maximum of 20 marks for MO's & Specialist
- Minimum 40% marks are mandatory to qualify the written examination & Computer Test each. The candidate who will qualify the written test will only be eligible for Computer Test.

**Note:**

1. If the vacancy of one category is more than 10, one observer from Head Quarter, NHM will be deputed for conducting the Screening Test.
2. If the vacancy of one category is less than 10, representative of Deputy Commissioner cum Chairman, District Health & Family Welfare Society will remain present throughout the screening test and declaration of results etc. Question paper in that case will be prepared and set up by the office of concerned Civil Surgeon.
3. Question Paper will be placed in sealed cover after declaration of the result of screening test.
4. All markings/numbering shall be done with blue/black ball pen only.
5. Since, Deputy Commissioner is the Chairman of District Health & Family Welfare Society, there must be an observer/nominee by concerned Deputy Commissioner for the entire process, irrespective of the number of vacancies.

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6. In all cases, the final list will be approved from respective Deputy Commissioner –cum Chairman, District Health & Family Welfare Society.

***All Selection Criteria for recruitment of Staff on Contractual basis under NHM issued earlier, be treated as cancelled/obsolete with immediate effect.***

for Director (Admin)
For Mission Director (NHM)
Panchkula (Haryana)

**Memo No: NHM/Admin/HRC-1 /2021-22/** T621-52 **Dated:** 20/9/2021

A copy is forwarded to the following for the information and necessary action please:

1. All Directors/Joint Directors/Dy. Directors, NHM, Haryana, Panchkula.
2. All Programme Officers, NHM, Panchkula, Haryana
3. All Deputy Commissioners-cum Chairman, District Health & Family Welfare Society, Haryana.
4. PS/HM for information of Hon'ble Health Minister Haryana.
5. PS/Additional PSCM-II for information of Additional PSCM-II
6. PS/ACS Health for information of worthy Additional Chief Secretary to Government ,Haryana, Health Department
7. PS/MD, NHM for information of worthy Mission Director, NHM Haryana, Panchkula.
8. PS/DGHS, Haryana for information of worthy Director General Health Services, Haryana, Panchkula.
9. HMIS Cell, NHM, Haryana.

for Director (Admin)
For Mission Director (NHM)
Panchkula (Haryana)

**NATIONAL RURAL HEALTH MISSION, HARYANA**

**Application for the post of _____**

Paste Passport Size Photo Here

**1.** Name of the candidate : _____

**2.** Father's/Husband Name : _____

**3.** Sex : Male / Female

**4.** Date of Birth (DD/MM/YYYY) : _____

**5.** Category to which belong : _____

**6.** Telephone / Mobile No. : _____

**7.** E-mail : _____

**8.** Permanent Address : _____

_____

_____PIN CODE _____

**9.** Correspondence Address : _____

_____

_____PIN CODE _____

**10.** Educational / Professional Qualifications :

| Examination Passed | Board/ University | Year of Passing | Maximum Marks | Marks Obtained | %age of marks | Division | Subject |
|---|---|---|---|---|---|---|---|
| 10th | | | | | | | |
| 10+2 / Vocational / Intermediate | | | | | | | |
| Graduation | | | | | | | |
| Post Graduation | | | | | | | |
| Any other Course / Diploma etc | | | | | | | |

**11.** Internship / Training (if any): Year(s)_____ Month(s) _____ Day(s) _____

| Name of Institution / Organization | Designation | From | To | Total period |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

**12.** Total Experience: Year(s)_____ Month(s) _____ Day(s) _____

| Name of Institution / Organization | Designation | From | To | Pay/Salary / Honorarium p.m. | Total period |
|---|---|---|---|---|---|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

**13** Detail of document attached : _____

**14.** Declaration : I hereby declare that

1. All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or ineligibility being defected before or after the interview/selection/appointment, my candidature may be cancelled and action can be taken against me by the commission.
2. I have read the provisions in advertisement of the omission carefully and I hereby undertake to abide by them. I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.
3. I have never been convicted by criminal court.

**Date : _____**

**Place : _____** **Signatures of the Candidate**