



Advt. No. 08/2020

ADVERTISEMENT INVITED FROM IN SERVICE OFFICERS OF CENTRAL GOVERNMENT ENTITIES FOR THE POSITION OF STATE FINANCE MANAGER ON DEPUTATION BASIS.

State Health Society Bihar (SHSB), a society registered under the Societies Registration Act 1860, is the nodal agency working under the auspices of Health Department, Government of Bihar and is mandated for the implementation of National Health Mission in the State. SHSB plays a crucial role in supporting health infrastructure and programs in the State.

The State Health Society, Bihar invites application from in-service officers of Central government entities for the position of State Finance Manager on Deputation basis.

Please visit www.statehealthsocietybihar.org for detailed information regarding, Application Form, TOR (Terms of Reference)/ Job Descriptions, qualification, experience and remuneration/ compensation and other details.

Details of the vacant post, total number of vacancy, qualification & experience have been provided in the table below:

S. No.	Name of Post	Total No. of Vacancy	Remuneration/ Compensation	Maximum Age (as on 1 st September 2020)	Qualification & Experience (as on 1st September 2020)
1	State Finance Manager* * (Finance Cell)	1 (Single Category)	In addition to pay and allowances admissible in parent department, deputation allowance will be paid as per approved rate of Govt. of India.	50 years	<u>Essential Qualification:</u> <ul style="list-style-type: none">Bachelor's degree from any recognized University. <u>Essential Experience:</u> <ul style="list-style-type: none">Senior Audit Officer (in-service) of Central Govt. Audit and Accounts Organisation.&Minimum 10 years of working experiences as in-service officer of Central Government. <u>Desirable Qualification:</u> <ul style="list-style-type: none">Knowledge of Tally Accounting/PFMS/ MS office (Word & Excel)

- **On Deputation from Central Government.**
- Posting location for the above post will be at SHSB, Patna, Bihar.
- Duration of the service : On Deputation for a maximum period of five years (service will not be continued after retirement)

- Application form downloaded from www.statehealthsocietybihar.org duly filled along with the self attested copies of the documents be sent to the below mentioned address via – **Speed Post/ Registered Post/ Courier/ Submitted in person to the dispatch cell of SHSB:**

**To,
The Executive Director,
State Health Society
PariwarKalyanBhawan,
Sheikhpura,
Patna- 800014**

General Instructions:

- I. State Health Society, Bihar reserves the right to any amend, cancel or make changes to this advertisement as a whole or in part without assigning any reason or giving notice.
 - II. The cut-off date with respect to age, experience for this post is 1st September 2020.
 - III. All information related to selection stage such as key dates, Assessment result etc. will be published on website. To apply and to access information relating to recruitment, please visit www.statehealthsocietybihar.org
 - IV. The preferred mode of communication with applicants will be through email. All candidates must provide phone numbers and email id, for faster communication. The Email ID and Mobile number should be kept active till the completion of this recruitment process.
 - V. Applicants will be shortlisted based on their meeting the essential qualification, essential experience and eligibility parameters as per the information submitted by them in the application form. The Society reserves the right to implement an objective and transparent shortlisting process to identify candidates as part of the selection process. Shortlisted candidates based on the information furnished by them in the application would be called for Document Verification.
- Disclaimers:** Mere eligibility and/ or shortlisting for the selection process don't guarantee a job. SHS reserves the right to shortlist candidates based on qualification and relevant experience.
- VI. All original as well as self attested photocopy of educational/experience/other certificates as required as per the Essential Qualification & Essential Experience/ Eligibility Criteria mentioned in the TOR must be carried during the time of document verification process.
 - VII. Following is the list of documents to be carried (in original as well as self attested photocopy) by the candidate during the document verification process:
 - a) Copy of the duly filled-up application form.
 - b) Five recent passport size photographs.
 - c) Photo identity proof (Aadhar/ Driving License/PAN Card/ Passport/ Voter ID Card).
 - d) Permanent/ temporary address proof.
 - e) **Proof of Date of Birth** - Copy of Marks sheet of Xth class or School Leaving Certificate.

- f) All educational qualification from Xth onwards (mark sheet and certificates) till the last qualification. Candidate needs to ensure that he carries marks sheet and certificate for the required essential qualification for the applied post.
 - g) Experience certificates as evidence of post qualification experience from the concerned employer. (In the absence of work experience certificate, candidates may submit the joining letter and relieving letter/ order and in case of serving current employer the candidate needs to submit latest salary slip/ certificate).
 - h) NOC from the competent authority is required as the candidate is working in Central Govt. organization.
- VIII. During document verification if any discrepancy is found by the Document Verification Team, then an exception report shall be submitted by them on which decision regarding the candidate's eligibility will be taken by the appointing authority.
- IX. Document Verification Team will then prepare the list of final shortlisted candidates based on their clearance of the document verification process.
- X. Only these final shortlisted candidates will participate in the Personal Interview.**
- XI. Final selection of the candidate would be through personal interview.
- XII. After filling the available post, other candidates in the final selection list shall be kept in the waiting list.
- XIII. Any vacancy arising because of non-joining by selected candidate in this interview, the post will be offered to the candidate from the waiting list according to the merit. Waiting list will be valid for 1 year.
- XIV. The decision of the competent authority regarding selection of candidates will be final and no representation will be entertained in this regard.
- XV. No TA/DA will be given by State Health Society for attending the interview for this position.
- XVI. **Last date for receiving online application is 31st October, 2020**

Sd/-
Executive Director
State Health Society, Bihar
