



State Health Society, Bihar

Pariwar Kalyan Bhawan, Sheikhpura, Patna-14



Inviting application for various posts under National Programme for Prevention & Control of Cancer, Diabetes, Cardiovascular Diseases and Stroke (NPCDCS)

State Health Society Bihar, under National Rural Health Mission, invites application from suitable candidates for the following post on contractual basis for district hospitals under NPCDCS Programme:-

Sl. No.	Name of post	No. of Posts	Consolidated Salary (PM in Rs.)
1.	District Medical Officer (NCD)	(06) (UR-3, EBC-1, SC-1 & BC-1)	55,000/-
2.	Medical Oncologist (NCD)	(06) (UR-3, EBC-1, SC-1 & BC-1)	55,000/-
3.	Cyto-pathologist (NCD)	(06) (UR-3, EBC-1, SC-1 & BC-1)	55,000/-
4.	Cytopathology Technician (NCD)	(06) (UR-3, EBC-1, SC-1 & BC-1)	20,000/-
5.	Physiotherapist (NCD)	(06) (UR-3, EBC-1, SC-1 & BC-1)	20,000/-
6.	Staff Nurse (NCD)	(24) (UR-12, EBC-4, SC-4, BC-3 & BC(F)-1)	20,000/-
7.	Counsellor (NCD)	(06) (UR-03, EBC-1, SC-1 & BC-1)	12,000/-
8.	Data Entry Operator	(06) (UR-3, EBC-1, SC-1 & BC-1)	10,000/-
9.	Care Co-ordinator	(06) (UR-3, EBC-1, SC-1 & BC-1)	6,000/-

General Condition:

1. Maximum age limit for the posts at Sl. No. 1 to 3 is 50 years, for the posts at Sl. No. 4 to 7 is 40 years and for the posts at Sl. No. 8 to 9 is 30 years.(As on 01.01.12)
2. The recruitment will be on contract basis for a period of one year which may be renewed every year based on performance & conduct of the consultant.
3. Application fees is Rs. 500/- for applicants under General category, Rs. 300/- for BC/EBC and Rs. 250/- for SC/ ST candidates.
4. No application will be accepted without submission of application fee.
5. Bank Draft (Application Fee) drawn on any nationalized bank and payable at **Patna** favoring "**State Health Society, Bihar**" should be sent along with application.
6. Only shortlisted candidates will be called for interview.
7. No TA/DA will be given for attending the interview for any position.
8. The society reserves the right to cancel any or all the positions mentioned above.
9. Application in the prescribed format and complete in all respect must be sent to **Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna-800014** containing bank draft, self attested photocopies of certificate and testimonials in sealed envelope only through speed/registered post so as to reach the above address on or before **21/02/2012** at 5 pm. **Name of the post applied for must be mentioned on the top of the envelope.**
10. The ToR, qualifications/ experience/ emoluments of above positions and application form available on the website (www.statehealthsocietybihar.org).

Last date of submission of form along with fee is 21/02/2012 at 5 pm.

11. Applications should be sent in prescribed format available on the above mentioned website clearly mentioning the position applied. Applications in other format will not be accepted.
12. For any further details/clarification regarding this advertisement, State Health Society, Bihar may be contacted on working days during office hours (10.00 – 17.00 hrs) on Ph. No. 0612-2281545

Executive Director
State Health Society, Bihar

OPERATIONAL GUIDELINES OF NATIONAL PROGRAMME FOR PREVENTION & CONTROL OF CANCER, DIABETES, CARDIOVASCULAR DISEASES AND STROKE (NPCDCS)

Term of references(ToR)

Inviting application for various posts under National Programme for Prevention & Control of Cancer, Diabetes, Cardiovascular Diseases and Stroke (NPCDCS) to be appointed on contractual basis for Six District Hospitals at Rohtas, Vaishali, Muzaffarpur, East Champaran, West Champaran & Kaimur.

1. Job title: District Medical Officer (NCD)

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

Essential Qualifications:

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 relevant experience of working as specialist/super specialist in a hospital.

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.

Age Limit: 50 years

Remuneration: Rs. 55,000/month (consolidated).

2. Job title: Medical Oncologist (NCD)

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

Essential Qualifications:

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 relevant experience of working in Medical Oncology in a hospital/TCC (erstwhile RCC).

Job requirements/responsibilities:

- 1) To investigate suspected cases of cancer.

- 2) To plan and supervise chemotherapy regimes for cancer cases of Breast, Head & Neck, Cervix 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.

Age Limit: 50 years

Remuneration: Rs. 55,000/month (consolidated).

3. Job title: Cyto-pathologist (NCD)

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

Essential Qualifications:

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

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

Job requirements/responsibilities:

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

Age limit: 50 years.

Remuneration: Rs. 55,000/month (consolidated).

4. Job title: Cytopathology Technician (NCD)

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

Essential Qualifications:

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 relevant experience of working in Cyto-pathology in a Hospital.

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.

Age Limit: 40 years.

Remuneration: Rs. 20,000/month (consolidated).

5. Job title: Physiotherapist (NCD)

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

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

Desirable: At least 2 years relevant experience of working in a hospital.

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.

Age Limit: 40 years.

Remuneration: Rs. 20,000/month (consolidated).

6. Job title: Staff Nurse (NCD)

No. of Positions: 24 (UR-12, EBC-4, SC-4, BC-3 & BC(F)-1)

Essential Qualification: Bachelor's degree/diploma in nursing.

Desirable: At least 2 years relevant experience of working in a hospital.

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.

Age Limit: 40 years.

Remuneration: Rs. 20,000/month (consolidated).

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

7. Job title: Counsellor (NCD)

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

Essential Qualification:

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

Desirable: At least 2 years relevant experience of working as a counsellor in a health care facility.

Job requirements/responsibilities:

- 1) To provide counselling 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 counselling to bed ridden cases and attendants (or family members).

Age Limit: 40 years.

Remuneration: Rs. 12,000/month (consolidated).

8. Job title: Data Entry Operator

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

Essential Qualification:

- 1) 10+2 with Diploma/Certificate (Minimum 6 months or more duration's) in computer application from a reputed institute.
- 2) Typing speed of 40 wpm in English & 30 wpm in Hindi.
- 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 relevant 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. 10,000/month (consolidated).

9. Job title: Care Co-ordinator

No. of Positions: 06 (UR-3, EBC-1, SC-1 & BC-1)

Essential Qualification:

- 5) 10+2
- 6) Good communication skills.

Desirable: Basic knowledge of computer like Word processing and Data processing.

Job requirements/responsibilities:

- 1) To co-ordinate 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. 6,000/month (consolidated).
