

TERMS OF REFERENCE

General	
Position	Regional Monitoring & Evaluation Officer
No. of Post	4 (Four)
Location	Regional Programme Management Unit
Duration of Contract	The recruitment will initially be for a period of eleven months which shall be extendable upto three years subject to following conditions: (A) Performance is found satisfactory after objective review of work performance (B) Sanction of the post in RoP under NHM (C) Availability of fund. The contract may be further extended beyond three years subject to fulfilment of criteria (a), (b) and (c) mentioned above.
Eligibility Criteria	
Category : UR-02, EBC (F)-01, SC-01 (Backlog)	
Maximum Age : UR (Male) – 37 yrs, UR (Female)- 40 yrs, BC/EBC (Male/Female)- 40 yrs, SC/ST (Male/ Female)- 42 yrs as on 1 st January, 2019. 10 years relaxation in age will be admissible to differently abled candidates.	
Essential :	
Qualification :	
<ul style="list-style-type: none"> • Post Graduation or higher qualification in Public Health/ Community Health/ Social Welfare/ Rural Development/ Rural Management from AICTE recognized institute. • Computer proficiency with high level of familiarity with commonly used packages like MS Word, Excel and Power Point. 	
Desirable :	
Experience :	
<ul style="list-style-type: none"> • At least 3 years post-qualification work experience. 	
Other information/Requirements/Conditions	
Roles and Responsibilities :	
<ul style="list-style-type: none"> • Responsible for supporting in overall monitoring of program related activities including design, development and implementation of data collection tools and information systems at regional level (for all the concerned districts). • Provide feedback for policy and management at regional and society level. • Support process and impact monitoring of IEC materials and other initiatives taken by Regional Programme Management Unit. • Undertake field visits to project areas for monitoring of project activities and prepare routing reports on results of visits and project progress. • Develop presentations, generate tables, graphs and relevant statistical data for technical review and monitoring purposes. • Support in building capacities at Regional, District and Block level on programme planning, monitoring and reporting and their importance in programme management. 	
Desirable Skills :	
<ul style="list-style-type: none"> • Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English. Working knowledge of Hindi also desirable. • Demonstrate ability to work in a multi-disciplinary team environment. • Demonstrate experience in operationalizing health monitoring and evaluation programme at field 	

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level/ working in strengthening regional / district level health system.

Remuneration:

Consolidated remuneration of Rs. 30,000/- per month.

Agreement

Selected candidate will have to sign a contractual agreement with SHSB/RPMU.

rajiv thil
08/01/19

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07/01/19

Sajid