



State Health Society, Bihar

Pariwar Kalyan Bhawan, Sheikhpura, Patna-14



Inviting applications for the post of State Level Consultant (Kala-Azar), Consultant (Financial Management), Consultant (Training) & District Level VBD Consultant under National Vector Borne Diseases Control Support Project

State Health Society, Bihar under National Rural Health Mission is inviting applications from suitable career oriented professionals for the following post under National Vector Borne Diseases Control Support Project on contractual basis :

Sl. No.	Name of the posts	No. of Vacancy	Consolidated Salary (PM) in Rs.
1.	Consultant (Kala-Azar) (State Level)	1	35,000/-
2.	Consultant (Financial Management) (State Level)	1	25,000/-
3.	Consultant (Training) (State Level)	1	35,000/-
4.	VBD Consultant (District Level)	(21) Unreserved - 12 EBC - 02 SC - 04 BC - 03	30,000/-

General Condition:

1. Maximum age limit 65 years for the post of Sl. No. 1, 2 & 3, 40 years for the post of Sl. No. 4. (as on 31.7.10) and ready to travel extensively. Age can be relaxed in exceptional cases for Sl. No. 4.
2. Specific work experience in relevant field may be indicated in application.
3. The recruitment will be on contract basis for a period of 1 year which may be renewed every year based on performance & conduct of the consultant.
4. Reservation Roaster will be applicable as per Bihar Govt. Norms.
5. Application fees is Rs.500/- for applicants under General category, fee for OBC and SC/ST candidates would be Rs. 300/- and 250/- respectively for all posts.
6. No application will be accepted without submission of application fee.
7. Original Bank Draft (Application Fee) drawn on any nationalized bank and payable at Patna favoring "State Health Society, (Kala-Azar Division) Bihar" should be sent along with application form to Executive Director, State Health Society, Bihar, Pariwar Kalyan Bhawan, Sheikhpura, Patna 800014.
8. Only short listed candidates will be called for interview.
9. No TA/DA will be given for attending the interview for any position.
10. The society reserves the right to cancel any or all the positions mentioned above.
11. 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 self attested photocopies of certificate and testimonials in sealed envelope by speed/registered post on or before 20/08/2010 at 5 pm. The name of the post applied for must be mentioned on the top of the envelope.
12. 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 20/08/2010 at 5 pm.

- 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.
- 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**

State Health Society, Bihar
Parivar Kalyan Bhawan, Sheikhpura, Patna 800014

Terms of Reference

Inviting applications for the post of State Level Consultant (Kala-Azar), Consultant (Financial Management), Consultant (Training) & District Level VBD Consultant under National Vector Borne Diseases Control Support Project

State Health Society, Bihar under National Rural Health Mission is inviting applications for the following positions on contractual basis. The details of position and essential qualifications are as under:

(1) Position: Consultant (Kala-Azar) (State Level)

Reporting to State Programme Officer, Kala-Azar/Malaria.

Place of Posting – State Health Society, Bihar, Patna

No. of Position – 1

Category - Open

Qualification and Experience

- MBBS with Post Graduate degree in Preventive Social Medicine/ Community Medicine/ Public Health/ CHA And 1-2 years of experience preferably in public health programme/ Kala-azar programme implementation.

Responsibilities:

1. To assist the state in the development of state/district action plans.
2. To provide technical guidance pertaining with Kala-azar control programme.
3. To undertake field visits for at least 15 days in a month in endemic kala-azar PHCs & villages for supervision and monitoring.
4. To organize inter-sectoral coordination meetings, workshops, etc. with various stakeholders in the states.
5. To assist in organizing training programme for medical and para-medical and DDT spray workers.
6. To guide and assists state/districts in planning of Kala-azar Fortnights/ camps.
7. To formalize social mobilization opportunities (involvement of NGOs, FBOs, Private sector, PRIs and other stakeholders) for Kala-azar Elimination programme.
8. To assist state/districts in planning, developing, BCC strategies and its implementation in the state.
9. To verify compliance of treatment of kala-azar cases.
10. To facilitate the training programmes in the State/districts.
11. To assess the quality ad coverage under indoor residual spraying.

Deliverables:

- The Consultant will be required to submit a Monthly Activity Report to the State Programme Officer with a copy to Directorate of NVBDCP and a year ending Annual Report. Evaluation of performance will be done based on monthly activity report.

Salary:- Rs. 35,000/- (Thirty five thousand) per month consolidated.

Age Limit:- Maximum age limit 65 years (as on 31.7.10) and ready to travel extensively.

(2) Position: Consultant (Financial Management) (State Level)

Reporting to State Programme Officer, Kala-Azar/Malaria.

Place of Posting – State Health Society, Bihar, Patna

No. of Position – 1

Category - Open

Qualification and Experience

- Post Graduate degree in Commerce/MBA (Finance) or equivalent, And Minimum 2 years of experience in accounting, including analysis, financial reporting, budgeting, financial software and reporting systems.

Responsibilities:

1. To keep and maintain a separate account for the externally aided component (EAC) for state NVBDCP as per World Bank Financial guidelines.
2. To prepare monthly financial statements to be sent to NVBDCP to claim reimbursement.

3. To compile monthly account on the basis of monthly receipts and expenditure accounts received from various districts and headquarter.
4. To render financial advice to the project on all financial matters.
5. To coordinate with NVBDCP Headquarter on all financial matters.
6. To liaise with the State Health department in getting financial sanctions whenever required.
7. Any other assignment to be given by the state programme officer and Directorate of NVBDCP.

Deliverables:

The Consultant will be required to submit a Monthly Activity Report to the State Programme Officer with a copy to Directorate of NVBDCP and a year ending Annual Report. Evaluation of performance will be done based on monthly activity report.

Salary:- Rs. 25,000/- (Twenty five thousand) per month consolidated.

Age Limit:- Maximum age limit 65 years (as on 31.7.10) and ready to travel extensively.

(3) Position: Consultant (Training) (State Level)

Reporting to State Programme Officer, Kala-Azar/Malaria.

Place of Posting – State Health Society, Bihar, Patna

No. of Position – 1

Category - Open

Qualification and Experience

- In order of preference either of the below :
 1. MBBS with Post Graduate degree/ diploma (such as MD/ MPH, DPH, MAE) And 1 year experience preferably in training in health sector.
 2. Post Graduate degree in the field of Life Sciences with 3 years experience preferably in training in health sector components.

Responsibilities:

1. To review the existing Kala-azar training modules available for state level functionaries and suggest improvements in collaboration with consultant training National level.
2. To review the current status of field training facilities, resources and capacity building needs.
3. To analysis the task and job responsibilities of the manpower to be trained.
4. To suggest the development of necessary skills to improve the competency of the trainee.
5. To assist in development of training modules for different categories at district and PHC level.
6. To keep liaison with other training institutions/ management institutions for specialized training on programme management at district and PHC level.
7. To assess the training workload and to make an implementation plan for training at district and PHC level.

Deliverables:

The Consultant will be required to submit a Monthly Activity Report to the State Programme Officer with a copy to Directorate of NVBDCP and a year ending Annual Report. Evaluation of performance will be done based on monthly activity report.

Salary:- Rs. 35,000/- (Thirty five thousand) per month consolidated.

Age Limit:- Maximum age limit 65 years (as on 31.7.10) and ready to travel extensively.

(4) Position: VBD Consultant (District Level)

Reporting to State Programme Officer, Kala-Azar/Malaria, Civil Surgeon and Kala-Azar/Malaria Officer of the concerned district.

Place of Posting – District

No. of Position – 21

Category – As per Reservation Roaster.

Eligibility Criteria

Qualification and Experience

- Post Graduate degree in Zoology (Entomology) or Life Sciences. For Life sciences candidate, Zoology as one of the subjects at graduate level is must.
- Experience of implementing vector control strategies.

Desirable:

- Minimum of 1 year's experience of working in a health program is desirable.

Duties and responsibilities:

Working as the assistant of the district VBDC Officer.

1. To ensure that current Programme Guidelines for planning, training, service provision, monitoring, supervision, and surveillance of Vector Borne diseases are applied in all health facilities and by all health workers concerned in the district.
2. To work with State and district-level officers to establish good practices of supportive supervision in the district for the control of vector borne diseases. Conduct regular field visits for ensuring quality implementation of the programme and provide technical support to the concerned staff on site, including ongoing on-the job training and supportive supervision of MTS/KTS.
3. To ensure timely data analysis, presentation and interpretation for VBD surveillance at district level.
4. To supervise the VBDC logistics so as to ensure against stock-outs.
5. To provide technical support to DMO and guide DMO, BMO and MTS for the preparation of district and sub-district plans for control of malaria and other vector borne diseases.
6. To supervise IRS micro-planning and implementation to ensure quality and coverage.
7. To actively seek involvement of District Collector, district administration NGOs, CBOs and the private sector (health and non-health) under various schemes.
8. To assist the DVBD/DMO and specialized staff in development of the BCC/IEC plan for the district with special emphasis on IPC tools and innovations in BCC/IEC.

Tasks:

- Visit all sentinel surveillance sites once of fortnight and 50% of PHCs in a month.
- Monthly advance tour program to be submitted to the DMO/CMO by 7th of the following month with a copy to State.
- Maintain tour diary & Vehicle Log Book for each month.
- Participate in all district level & state level meeting held to review the situation of Vector Borne Diseases.
- Monthly Activity Report to State Programme Officer & Directorate, NVBDCP
- Preparation of Annual Report and action Plan on VBD.
- To supervise and monitor the activities of MTS/KTS And LTs in the district.

Deliverables:

The Consultant will be required to submit a Monthly Activity Report and a year ending Annual Report to State Programme Officer with a copy to Directorate of NVBDCP. Evaluation of performance will be done based on monthly activity report.

Salary:- Rs. 30,000/- (Thirty thousand) per month consolidated.

Age Limit:- Maximum age limit 40 years (as on 31.7.10) and ready to travel extensively. Age can be relaxed in exceptional cases.

Application Form

Application for the post of					Affix recent photograph
Demand Draft Details	Issuing Bank: Branch: Demand Draft Number: Date of issue: Payable at: Category: General/OBC/SC/ST (tick mark whichever is applicable)				
Name					
Father's/ Husband's Name					
Date of Birth					
Age (as on 31.7.10)					
Marital Status					
Nationality					
Cast / Category					
Present Address					
Permanent Address					
Contact Number					
E-mail ID					
Academic background (Starting from highest)					
SN	Qualification	School/Institute /University	Year of passing	Percentage of Marks/ grades obtained (if any)	
1					
2					
3					
4					
5					
Technical Qualification (Starting from highest)					
SN	Qualification	School/Institute /University	Year of passing	Percentage of Marks/ grades obtained (if any)	
1					
2					
3					
4					

Trainings and workshops attended				
SN	Topic	Institution/Organization	Year	Objective of the training/ workshop
1				
2				
3				
4				
Work Experience (starting from the latest)				
Experience 1	From			
	To			
	Organization with its brief profile			
	Designation held			
	Brief profile of the Responsibilities held			
Experience 2	From			
	To			
	Organization with its brief profile			
	Designation held			
	Brief profile of the Responsibilities held			
Experience 3	From			
	To			
	Organization with its brief profile			
	Designation held			
	Brief profile of the Responsibilities held			
Any other information that the candidate would like to give in support of his/her candidature				

Signature

Note: The candidate may use additional paper if required.