

Office of Civil Surgeon Sirsa

Following posts are vacant in various program under NHM and XVFC (Detailed as follows) if authorities agree the advertisement may be given in two National Vernacular Dalies and uploaded on NHM Website i .e nhmsirsa.org.

Desirous candidate can apply on the prescribed Format as per instructions attached for the post vacant under various programs under NHM and XVFC. Application on E-mail will not be entertained. Candidates are intimated to go through the instructions uploaded on NHM Website i .e nhmsirsa.org before applying.

Note:- Applications will be accepted in office of Civil Surgeon, Sirsa by registered post/courier only upto **08 Aug 2024** and envelop contain application should be addressed to Civil Surgeon Sirsa mentioning "Application for the post of.....Advt. No....."

S.N	Name of Post	No. of Posts & Cat	Name of Schemes	Eligibility & Experience	Salary in Rs.
1	MO-Ayush (HMO)	Total =1 UR	Ayush	Essential Qualification for HMO (i) A degree in Homeopathy from the institute mentioned in second & third schedule of Homoeopathy Central Council Act 1973. (ii) Registered with State /Central Council of Homoeopathy System of Medicine Haryana Panchkula. (iii) Hindi/Sanskrit upto Matric Age:- 18 to 42 Years	Salary As per service by laws 18750/- per month
2	ANM (MH)	Total= 16 (Post Category Subject to roster approval)	Maternal Health	Essential Qualification:- i) ANM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric. Age:- 18 to 42 Years	Salary As per service by laws 9840/- per month
3	ANM (NUHM)	Total= 3 (Post Category Subject to roster approval)	NUHM	Essential Qualification:- i) ANM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric. Age:- 18 to 42 Years	Salary As per service by laws 9840/- per month

4	ANM (RBSK)	Total = UR-2	RBSK	<p>Essential Qualification:-</p> <p>i) ANM course from recognized institution by Government</p> <p>(ii) Registered with Haryana Nurses Registration Council.</p> <p>(iii) Hindi /Sanskrit up to Matric.</p> <p>Age:- 18 to 42 Years</p>	Salary As per service by laws 9840/- per month
5	EMT	<p>Total= 10</p> <p>BCB-2</p> <p>BCB ESM-1</p> <p>SC ESM-1</p> <p>BCA ESM-1</p> <p>Gen ESM-3</p> <p>Gen-2</p>	Referral Transport	<p>Essential Qualification:-</p> <p>(i) Registered B. Pharmacy/ D. Pharmacy/ GNM/ BSc Nursing</p> <p>(ii) Hindi /Sanskrit up to Matric</p> <p>Age:- 18 to 42 Years</p>	Salary As per service by laws 11170/- per month
6	Staff Nurse (MH)	<p>Total=7</p> <p>(Post Category Subject to roster approval)</p>	Maternal Health	<p>Essential Qualification:-</p> <p>(i) B. Sc. Nursing /GNM course from recognized institution by Government</p> <p>(ii) Registered with Haryana Nurses Registration Council.</p> <p>(iii) Hindi /Sanskrit up to Matric.</p> <p>Age:- 18 to 42 Years</p>	Salary As per service by laws 13500/- per month
7	Staff Nurse (SNCU)	ESM Gen-1	Child Health	<p>Essential Qualification:-</p> <p>(i) B. Sc. Nursing /GNM course from recognized institution by Government</p> <p>(ii) Registered with Haryana Nurses Registration Council.</p> <p>(iii) Hindi /Sanskrit up to Matric.</p> <p>Age:- 18 to 42 Years</p>	Salary As per service by laws 13500/- per month
8	Staff Nurse (NBSU)	BCA-1	Child Health	<p>Essential Qualification:-</p> <p>(i) B. Sc. Nursing /GNM course from recognized institution by Government</p> <p>(ii) Registered with Haryana Nurses Registration Council.</p> <p>(iii) Hindi /Sanskrit up to Matric.</p> <p>Age:- 18 to 42 Years</p>	Salary As per service by laws 13500/- per month
9	ANM (MMU)	UR-1	Referral Transport- Medical Mobile Unit	<p>Essential Qualification:-</p> <p>(i) ANM course from recognized institution by Government</p> <p>(ii) Registered with Haryana Nurses Registration Council.</p> <p>(iii) Hindi /Sanskrit up to Matric.</p> <p>Age:- 18 to 42 Years</p>	Salary As per service by laws 9840/- per month

10	Staff Nurse (NPPC)	UR-1	National Programme for Palliative care	Essential Qualification:- (i) B. Sc. Nursing /GNM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric. Age:- 18 to 42 Years	Salary As per service by laws 13500/- per month
11	Block Account Manager	Total= 1 (Post Category Subject to roster approval)	DPMU	Essential Qualification:- (i) B.Com with at least 55% marks. Knowledge of Tally ERP.9 Software (Certificate for the same is required). (ii) One year post qualification experience related to accounts (iii) Hindi/Sanskrit upto matric. Age:- 18 to 42 Years	Salary As per service by laws 12500/- per month
12	Accountant	Total= 1 (Post Category Subject to roster approval)	DPMU	Essential Qualification:- (i) B.Com with at least 55% marks. Knowledge of Tally ERP.9 Software (Certificate for the same is required). (ii) One year post qualification experience related to accounts (iii) Hindi/Sanskrit upto matric. Age:- 18 to 42 Years	Salary As per service by laws 12500/- per month
13	Staff Nurse (NUHM-XVFC)	Total=5 GEN/PHC-1 GEN-2 EWS-1 SC-1	XVFC	Essential Qualification:- (i) B. Sc. Nursing /GNM course from recognized institution by Government (ii) Registered with Haryana Nurses Registration Council. (iii) Hindi /Sanskrit up to Matric. Age:- 18 to 42 Years	Consolidated Salary 13500/- per month
14	Doctor (Medical Officer)	UR-1	Addiction Treatment Facility	Essential Qualification:- MBBS from a recognized institution along with medical council registration (preferable: MD or equivalent qualification in Psychiatry)	Consolidated Salary- 60000/- per month
15	Nurse	UR-1	Addiction Treatment Facility	Essential Qualification:- ANM (preferable: GNM / BSc Nursing)	Consolidated Salary - 20000/- per month
16	Counselor	UR-1	Addiction Treatment Facility	Essential Qualification:- Graduate in Psychology / Social work / Sociology (preferable: Masters in above disciplines)	Consolidated Salary - 20000/- per month
17	Data Manager	UR-1	Addiction Treatment Facility	Essential Qualification:- Graduate (preferably with qualification/experience in computer applications)	Consolidated Salary - 15000/- per month

C	Work Experience from any State Govt./Semi Govt./ UT/ any Govt. board/ Corporation/NHM (Starting from the latest) (Attach Additional Sheet, if Required)			
	Period of Job		Gross Salary	Name of Organization/Institution/Department GIS/ESI/GPF/EPF no if any
Designation(From Latest Job)	From	TO		

D Any Other Information, the Candidate would like to give in support of her/his candidature(Attach Additional Sheet, if Required)

E	Weather any relevant working Exp. in Health Department	Yes/No	If yes Name	Name Health Institution:-
	
	
	
	

Declaration: No Criminal Case/FIR is pending against me at any Court of law. All Information given in the Application Form is correct and true to the best of my knowledge .My candidature may be rejected, if found any information incorrect/false/misleading and any Civil/Criminal legal action can be taken against me for this.

- NOTE:-**1. NOC from present employer should be attached with application form.
2. Experience should be obtained after essential qualification and relevant to post applied.
3 . I have read instructions carefully given in advertisement.

Date: _____ **(Signature of the Candidate)**
(To be filled by the candidate) (Attach Additional Sheet, if Required)

List of Document attached:-		
1.	7.	
2.	8.	
3.	9.	
4.	Details of Fee- (DD/Online payment)	
5.	Name of Bank	Amount-
6.	Reference ID/Transaction ID	Date-

Date: _____ **(Signature of the Candidate)**

General Instructions

Reservation as per Haryana Govt. Rules. **if candidate of ESM categories are not available then the category of ESM will be converted into its parent category. for e.g if Gen ESM candidates are not available, then candidates from general category will be selected on Gen ESM Post.** It is mandatory for staff to maintain Head Quarter and reside at the Place of Posting. Number of Posts may increase, decrease or withdrawn at any time. **The Posting Stations may be allotted as per Merit.** The contract period of all posts is upto 31-03-2025 which may be extended as per approval received from MD NHM, Panchkula.

1. **Application fee Rs. 200/- for General category and 100 /- for reserved category. Candidate should submit the above fee in the account as detailed below:-**

**“Account No.: 36454121591
IFSC Code: SBIN0011952**

Account Holder Name “District Health & family welfare Society, Sirsa (user fee)” ,

Bank Name – State Bank of India, Air force Station Sirsa“.

This fee is Non Refundable. Candidate should attach the 2 copies of acknowledgement slip of fee Submitted by him/her with the application form.

Note:- Application fee can be submitted through Any UPI /Google Pay/ Paytm / Phone Pay.

2. The candidate should give details of all the examinations passed from Matriculation or its equivalent onwards and mention total and percentage of marks obtained and maximum marks in each examination. The candidates are advised to attach self-attested photocopy of essential qualification certificates / diploma / degree / DMC / Exp. Certificate / Registration Certificate/ Cast Certificate/ Certificate of Residence proofs with the application form. Application form should be complete in all respects duly filled in by the candidates in their own handwriting in capital letters and signed by the candidate.
3. Bring all relevant original certificates at the time of document verification.
4. Applicant can apply for more than one post, mentioning name of Scheme/Program for which he/she applied. Separate Application should be submitted for separate post and program as mentioned in advertisement.
5. Selection will be made as per letter no NHM/Admin/HRC-1/2022-23/10885-905 dated 20-03-2023(Attached) or and any amendment issued by higher authorities time to time.
6. Incomplete Application form shall be rejected. Application without fee & certificates shall be rejected.
7. **If a candidate has passed his/her education from Private/Deemed University then he/she has to submit UGC approved certificate for University and Courses for the period of Degree / Diploma**
8. Any sort of canvassing or influencing the officers related to selection and recruitment process would result in immediate disqualification of the candidate.
9. Service Bylaws of NHM 2018 will be applicable for all the posts except Medical Officer-XVFC, Staff Nurse - XVFC, Addiction Treatment Facility.

10. District authority has right to reject any application if found improper or having misleading information.
11. Any additional work/placement under NHM can be assigned by appointing authority.
12. In case of unsatisfactory performance and conduct the service shall be terminated service by laws governing the condition of service of contractual employees of the state health Mission Haryana 2018 will be fully applicable on the selected candidate.
13. The candidature of the candidate will be purely provisional for all the posts and will be subject to their satisfying the prescribed eligibility condition. If any stage before or after joining duty, It is found that candidate does not fulfill any of the eligibility criteria or information furnished by the candidate is incorrect/false, his/her candidature for the post shall stand cancelled without any notice and any reference.
14. It is clarified that a person/candidate who has been terminated or discontinued from any Govt. Service or from the service of NHM as per the provision 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 cooperation or institute shall not be eligible for the appointment to any posts.
15. Person having any criminal case pending against him/her in any court of law will not be eligible to apply for these posts.
16. Some posts are subject to clarification from State Headquarters in which case any post can be cancelled as per their direction.

NOTE:-1. NOC from present employer should be attached with application form.

2. Experience should be obtained after essential qualification.

3. Candidates can apply for more than one post but separate application will be accepted for each post.

17. **Residence proof: Any 3 Document from the below mention list should be produced to avail weightage for the District Sirsa.**

S.N	List of Documents for Proof of Address (residential proof)(Any Three)
1	Passport
2	Voter ID card
3	Ration card with Address
4	Caste and Domicile Certificate with address and the photo issued by State Govt.
5	Parivar Pehchan Patra
6	Electricity Bill (not older than last three months)

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Civil Surgeon Cum Chairman
Executive Committee,
DH&FW Society, Sirsa