

**DISTRICT HEALTH & FAMILY WELFARE SAMITI, JHARGRAM**

Registration No. : S/M/1482 of 2014-15 dated 09.02.2015

PO- Raghunathpur :: Dist- Jhargram :: PIN: 721507

Phone (Member Secretary): (03221) 258258

E-mail: [jhargramcmoh@gmail.com](mailto:jhargramcmoh@gmail.com) & [dpmjhargram2021@gmail.com](mailto:dpmjhargram2021@gmail.com)

Memo. No: DH&amp;FWS/JGM/2021/ 2110

Date: 30.11.2021

**RECRUITMENT NOTICE for COVID-19**

A Walk – in – Interview will be held on 10<sup>th</sup> December, 2021 from 11.00 AM to 02.00 PM at the Office of the CMOH & Member Secretary, District Health & Family Welfare Samiti, Jhargram for engagement to the post of different categories of staff (on contractual) for three months purely on temporary basis for Management of Covid'19 and to be posted at RTPCR Laboratory of Jhargram District Hospital, Jhargram. Eligible candidates are requested to appear before interview Board with in due time. It is also mentioned that the vacancy may vary.

Details are given in the table below:

| Name of Post/<br>Designation                                    | Number<br>of<br>vacancies | Essential Qualification  | Age   | Remunera<br>tion                | Selection<br>Procedure  |
|---|---------------------------|--|---|---------------------------------|---|
| <b>Medical<br/>Microbiologist /<br/>Molecular<br/>Biologist</b> | <b>03</b>                 | 1. MD Microbiology with experience in RT – PCR Lab.<br>Or<br>M. Sc in Molecular Biology / Microbiology / Bio Technology / Genetics with experience in Virology   | Up to 40 years or less as on 01.01.2021 with relaxation for SC / ST / OBC candidates as per Govt. norms | Rs.<br>40,000/-<br>per Month    | Academic<br>Qualification<br>, Experience,<br>Interview                       |
| <b>MT Lab<br/>Technician</b>                                    | <b>06</b>                 | 1. HS (10+2) from a recognized Board / Institute with physics, Chemistry and Biology / Math and DMLT recognized by W.B State Medical Faculty / AICTE.<br>2. Knowledge in computer, MS Office, internet is required.<br>3. DMLT with 03 years experience or BMLT/B.Sc. in MLT with one year experience.   | Up to 40 years as on 01.01.2021 and relaxation for reserved candidates as per Govt. norms               | Rs.<br>17,000.00/-<br>per Month | Qualification<br>Experience,<br>Computer<br>Test<br>& Interview               |
| <b>Data Entry<br/>Operator</b>                                  | <b>06</b>                 | 1. Educational Qualification: - Graduate from any recognized university and having at least 1 (One) year Diploma / Certificate course in Computer Application from Govt. registered institution.<br>2. Technical Knowledge:- Working knowledge of computers with operating knowledge of MS word, MS Excel, MS power point, Internet.<br>3. Working Experience: - Minimum 3 years experience in Govt. Sector or 5 years experience in data recording and data analysis in Private Sector and Preferably having experience in handling of official correspondence. | Up to 40 years as on 01.01.2021 and relaxation for SC / ST / OBC candidates as per Govt. norms          | Rs.<br>13,000/-<br>per<br>Month | Academic<br>Qualification<br>, Experience,<br>Computer<br>Test &<br>Interview |

46

All the mentioned posts are purely contractual in nature with initial period up to three months. This engagement is purely on temporary basis for 3 months which may be increased if Govt. permits beyond that period by any specific order. This does not entitle to claim for permanent appointment. The Candidates should be ready to join within 24 hours.

The selection will be done on the basis of Academic Qualification &/or Computer Test &/or Interview. The tenure of engagement may be extended after getting approval of state authority.

**Mode of Selection for the post of MT Lab Technician:**

| Particulars   | Maximum Marks | Remarks   |
|---------------|---------------|---|
| Class 12      | 10            | Proportionate Marking (i.e % of marks obtained in the examination * 10/100) |
| DMLT/MLT      | 15            | Proportionate Marking (i.e % of marks obtained in the examination * 15/100) |
| Experience    | 10            | Each year 02 marks upto 05 years.   |
| Computer Test | 20            | <b>Qualifying Marks for Computer Test is 50%</b>                            |
| Interview     | 10            |   |
| <b>Total</b>  | <b>65</b>     | <b>Scale of Scoring</b>   |

**Mode of Selection for the post of Data Entry Operator:**

| Particulars   | Maximum Marks | Remarks   |
|---------------|---------------|---|
| Class 10      | 10            | Proportionate Marking (i.e % of marks obtained in the examination * 10/100) |
| Class 12      | 10            | Proportionate Marking (i.e % of marks obtained in the examination * 10/100) |
| Graduation    | 15            | Proportionate Marking (i.e % of marks obtained in the examination * 15/100) |
| Computer Test | 20            | <b>Qualifying Marks for Computer Test is 50%</b>                            |
| Interview     | 10            |   |
| <b>Total</b>  | <b>65</b>     | <b>Scale of Scoring</b>   |

The candidates may apply as per **Prescribed FORMAT** annexed herewith on A4 size plain paper along with necessary supporting documents :

1. One Self Attested Photograph pasted on proper place of application format.
2. Self Attested photocopies of –
  - i) Admit of Madhyamik / Equivalent (as proof of Age)
  - ii) Voter / ADHAAR Card (as proof of Address & Photo Identity)
  - iii) **All necessary Marksheets & Certificates of all educational qualification starting from Madhyamik/Equivalent.**
  - iv) Experience Certificate (Offer/Joining Letter will not be treated as proof of experience) from appointing authority in their Letter Head with proper Seal/Stamp and properly mentioning joining date (XX.XX.XXXX to XX.XX.XXXX), tenure and date of resignation/retirement (if applicable).
  - v) NOC of Employer wherever applicable.

LG

Please note that no application should be sent through e-mail or through post or by hand. Application should be submitted during verification of document / interview on 10<sup>th</sup> December, 2021.

One candidate can appear for single post only.

Date of Computer test will be informed on the date of Interview.

**Date of Document Verification & Interview: 10.12.2021 (From 11:00 A.M. to 02:00 P.M.)**

**Venue: Office of the Chief Medical Officer of Health, Jhargram, Zilla Swasthya Bhawan, Jhargram District Hospital Compound.**

Candidates are instructed to follow departmental website ([www.wbhealth.gov.in](http://www.wbhealth.gov.in)) time to time for further instruction.



**Member Secretary, DH & FWS &  
Chief Medical Officer of Health  
Jhargram**

Date: 30.11.2021

Memo. No: DH&FWS/JGM/2021/210/1(12)

Copy forwarded for information and request to publish this notice in his office notice board:-

1. The Sabhadhipati, Jhargram Zilla Parishad
2. The District Magistrate, Jhargram
3. The District Information and Cultural Officer, Jhargram
4. The Dy. CMOH – I/II/III/DMCHO/DPHNO/DTO, Jhargram
5. The SDO, Jhargram
6. The DIO, NIC, Jhargram with a request to publish this notice in the district Web site
7. The Superintendent, Jhargram District Hospital
8. The ACMOH, Jhargram
9. The BDO (All), Jhargram
10. The DPMU, Jhargram
11. Notice Board of this office
12. Guard file



**Member Secretary, DH & FWS &  
Chief Medical Officer of Health  
Jhargram**

Memo. No: DH&FWS/JGM/2021/ 210/2(9)

Date: 30.11.2021

Copy forwarded for information and request to publish this notice in his office notice board:-

1. The Director of Health Services, Government of West Bengal, Swasthya Bhawan, Kolkata
2. The Director of Medical Education, Government of West Bengal, Swasthya Bhawan, Kolkata
3. The Joint Director of Health Services (Personnel), Government of West Bengal, Swasthya Bhawan, Kolkata
4. The Deputy Director of Health Services (Admn), Government of West Bengal, Swasthya Bhawan, Kolkata
5. P.A. to MD (NHM), Commissioner (Family Welfare) & Secretary, Dept. of Health & FW
6. P.A. to AMD (NHM), Dept. of Health & FW, Swasthya Bhawan, Kolkata
7. The IT Cell, Swasthya Bhawan with a request to publish this notice in the departmental Web site
8. The HR Cell, Swasthya Bhawan, Kolkata
9. Office copy



**Member Secretary, DH & FWS &  
Chief Medical Officer of Health  
Jhargram**

APPLICATION FORMAT

To,  
The CMOH & Secretary,  
District Health & Family Welfare Samiti,  
Jhargram

Paste recent  
Passport size  
photograph duly  
signed across

APPLICATION FOR THE POST OF \_\_\_\_\_

Sir,

In response to your advertisement notice no. \_\_\_\_\_ Date \_\_\_\_\_ for the post of \_\_\_\_\_, I prefer myself as a candidate. Details of my BIO-DATA is given below :

1. Name (IN BLOCK LETTERS) :

2. Father's Name :

3. Husband's Name (for married female) :

4. Date of Birth (DD/MM/YYYY) :

5. Sex :

6. Marital Status:

7. Caste / Category (Put Tick Mark) :

GEN  SC  ST  OBC-A  OBC-B  PH

8. Address (as mentioned in EPIC/ADHAAR) :

9. Mobile Number :

10. e-Mail ID :

11. Qualification Details :

| Sl. No. | Qualification           | Year of Passing | Board / University | Total Marks | Marks Obtained | Percentage |
|---------|-------------------------|-----------------|--------------------|-------------|----------------|------------|
| 01      | Madhyamik / Equivalent  |                 |                    |             |                |            |
| 02      | HS / Equivalent         |                 |                    |             |                |            |
| 03      | Graduation / Equivalent |                 |                    |             |                |            |
| 04      | PG / Equivalent         |                 |                    |             |                |            |
| 05      | Others (give details)   |                 |                    |             |                |            |

\*For Madhyamik calculate marks obtained except additional marks. For HS calculate marks obtained as best five subjects. For honours graduates calculate total marks & marks obtained only for Honours Subjects.

HS

12. Computer Knowledge details :

| Sl. No. | Name of Institution | Year of Passing | Course Duration | Course Name & Modules Covered |
|---------|---------------------|-----------------|-----------------|-------------------------------|
| 01      |                     |                 |                 |                               |
| 02      |                     |                 |                 |                               |
| 03      |                     |                 |                 |                               |

13. Experience Details :

| Sl. No. | Details of employer (Organisation Name & Address) | Government / Non Government | Joining Date | Working Tenure (In complete Years) | Designation & JOB DESCRIPTION |
|---------|---|-----------------------------|--------------|------------------------------------|-------------------------------|
| 01      |   |                             |              |                                    |                               |
| 02      |   |                             |              |                                    |                               |
| 03      |   |                             |              |                                    |                               |
| 04      |   |                             |              |                                    |                               |
| 05      |   |                             |              |                                    |                               |

14. Enclosures :

- Admit of Madhyamik Pariksha (10<sup>th</sup> Class)
- All Marksheets (from Madhyamik onwards).
- All Certificate (from Madhyamik onwards).
- Address Proof (AADHAAR / Epic Card).
- Caste Certificate (if applicable).

15. Declaration:

I declare that the information furnished above are based on material records are true to the best of my knowledge and belief. I also understand that if any information furnished is found to be materially incorrect or incomplete my candidature is liable to be cancelled without any further information to me.

Place :

Date :

\_\_\_\_\_  
Full Signature of Applicant

WG