

District Health and Family Welfare Society  
O/o Civil Surgeon, A- Block, 5<sup>th</sup> Floor  
Sector-6, Panchkula  
Ph. No. 0172-2573907

### WALK-IN-RECRUITMENT

Eligible candidates are invited to appear for **Walk-in-Recruitment** for the following Contractual posts under National Health Mission, Haryana. Posts are purely on contract basis initially upto 31<sup>st</sup> March 2023 (extendable, subject to further Administrative approval and performance). The candidates shall ensure that they fulfill all the eligibility criteria required for the post as on the closing date of advertisement. **Registration shall be done strictly between 10:00 AM to 11:00 AM in Civil Surgeon Office, A Block 5<sup>th</sup> Floor, District Civil Hospital, Sector-06, Panchkula as per schedule mentioned below; followed by Written Test, Computer Skill Test, and Document verification.** Application form can be downloaded from NHM Haryana web site i.e. [nhmharyana.gov.in](http://nhmharyana.gov.in)

#### Details of the posts:-

Sr. No	Name of the Post/ Category	No of post & Place of Posting	Essential Qualification and Age limit	Mode of Selection	Consolidated Remuneration (per month)	Date of Recruitment
1.	Gynaecologist-DHS  General-1	01 post for District Civil Hospital, Sector-06 Panchkula	(i) MD/MS/DNB in Obstetrics and Gynaecology /DGO, Recognized by Medical Council of India. (ii) Hindi/Sanskrit upto Matric. (iii) Registered as Medical Practitioner with Medical Council of India or any other State Medical Council of Indian Union.  <b>Age limit: Upto 64 Years</b>	Document Verification and Interview etc.	1.MD/MS/DNB Rs.1,50,000 per month 2.DGO-Rs.1,00,000/- per month	17.03.2023
2.	Medical Officer (NPCDCS)  General-1	01 post for District Civil Hospital, Sector-06 Panchkula	(i) MBBS or equivalent degree from institute recognized by Medical Council of India.	Document Verification and Interview etc.	Rs. 65,000/-	17.03.2023

			<p>(ii) Registered as Medical Practitioner with Medical Council of India or any other State Medical Council of Indian Union.</p> <p><b>Age limit: Upto 64 Years</b></p>			
3.	<p>Panchkarma Specialists (AYUSH)</p> <p>General-1</p>	<p>01 post for District Civil Hospital, Sector-06 Panchkula</p>	<p>(i) A degree in Ayurveda System of Medicine from any University/ Institution recognized by the Govt.</p> <p>(ii) Registered with the Board of Ayurveda and unani system of Medicine Haryana.</p> <p>(iii) Post Graduate Degree (MD) in Panchkarma or Kayachikitsa OR two year post graduate diploma in Panchkarma OR one year post graduate Diploma in Panchkarma. First preference however, will be given to MD in Panchkarma or Kayachikitsa.</p> <p>(iv) Hindi/Sanskrit upto Matric.</p> <p><b>Age limit: 18-42 Years</b></p>	<p>Written Test, Computer Skill Test, Interview and Document Verification etc.</p>	Rs.18,750/-	17.03.2023
4.	<p>Account Assistant</p> <p>General-1</p>	<p>01 for PHC Surajpur/ Urban Polyclinic Pinjore/ CHC Nanakpur</p>	<p>(i) B.Com with at least 55% marks. Knowledge of Tally ERP.9 Software (Certificate for the same is required).</p> <p>(ii) One year post qualification experience related to accounts</p> <p>(iii) Hindi/Sanskrit upto matric.</p> <p><b>Age limit: 18-42 Years</b></p>	<p>Written Test, Computer Skill Test, and Document Verification etc.</p>	Rs. 12,500/-	22.03.2023

5.	Fleet Manager (Referral Transport)  General-1	01 post for O/o, Civil Surgeon Sector-06 Panchkula	(i) MBA with computer knowledge (Should be able to work on MS Word, MS Excel, and MS Power point) (ii) Hindi/Sanskrit up to Matric. (iii) One year post qualification experience  <b>Age limit: 18-42 Years</b>	Written Test, Computer Skill Test, and Document Verification etc.	Rs. 12,500/-	22.03.2023

**Important Instructions for candidates:-**

1. The candidates should not be below the age of 18 years and should not be more than 42 years. Reservations & Age relaxation will be given as per Haryana Govt. policy and NHM Haryana rules.
2. Relaxation in age would be admissible to NHM Haryana employees as per instruction issued vide memo no. NHM/Admin./2020-21/4776-98 dated 17.08.2020 from Mission Director, NHM, Haryana.
3. NHM Selection criteria issued vide memo no. NHM/Admn/HRC-1/2021-22/7591-7620 dated 20.09.2021 as available on NHM Website; shall be followed for recruitment.
4. Written test (except sr.no.1 and 2 posts) will be conducted for screening of the candidates. Written test/Screening test/proficiency test is a test to check IQ, General knowledge and information of the candidate about concerned subject. Minimum 40% marks are mandatory to qualify the written examination & Computer Skill Test each. The candidate who will qualify the written test will only be eligible for Computer Skill Test.
5. **Reservation criteria will be as per Haryana Govt. policy. Candidates claiming reservation should submit the copy of caste certificate issued by the competent authority.**
6. The candidates are required to bring their complete original documents, one set of attested/self attested documents of Qualification as per schedule date for Document verification like-
  - I. Valid Document as a proof for Date of Birth (10<sup>th</sup> certificate/ Birth certificate).
  - II. Degree Certificate of requisite qualification
  - III. Additional Qualification Certificate such as higher degree in the same discipline
  - IV. Mark sheet of each year/Semester
  - V. Valid Relevant Post Qualification Experience Certificate (any State Govt./Semi Govt./UT/any Govt. Board/Corporation) specifying the working on full time basis with complete details like Letter no. and date of issue, Designation, Date of Joining and Date of Resignation, Work details and last Salary drawn etc.
  - VI. Two latest passport size colored photographs


- VII. Candidate claiming reservation should submit the copy of latest caste certificate issued by the competent authority. Post of reserve category will be filled up as per Haryana Govt. Reservation policy, if any.
7. Candidates are directed to bring and produce **any of the three** original documents mentioned below as proof of address. Self attested/ attested copies of the same shall also be attached with application form.
- I. Passport
  - II. Election ID Card
  - III. Ration card with Address
  - IV. Bank passbook or Post office Passbook
  - V. Domicile Certificate with address and the photo issued by State Govt.
  - VI. Parivar Pehchan Patra
  - VII. Latest Electricity Bill (not older than last three months)
8. Candidates applying for a post must ensure that they fulfill all the eligibility conditions as on the previous day of interview. The application shall be subject to subsequent scrutiny and can be rejected at any point of time if found not fulfilling the eligibility criteria. Ineligible candidates not need to apply.
9. Candidates are instructed to visit the official website of NHM, Haryana i.e. [www.nhmharyana.gov.in](http://www.nhmharyana.gov.in) regularly for further updation, Corrigendum and notices; as no separate communication will be sent for this.
10. Selected candidate shall not have any claim for regularization of his/her services based on the duties performed under this contract, as he/she has been engaged for project financed by Govt. of India having specific tenure.
11. (I) It is clarified that a person/candidate who has been terminated or discontinued from the services of NHM as per the provisions mentioned in NHM Service Bye Laws at clause no.21 (b) & (c), he/she will be treated as disqualified candidate for any fresh recruitment under NHM as per the provisions mentioned in NHM Service Bye Laws at 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 the Government of India or any State Government or a local authority, a corporation or institute, shall be eligible for appointment to any post.  
(II) No court case/Police enquiry/FIR should be pending against the applicant and he/she should not be convicted by any court.  
Candidates shall submit the declaration regarding the same on legal stamp paper duly notarized.
12. Any instructions issued by Health Department, Haryana/NHM Haryana from time to time will be followed.

#### **General Instructions:**

1. No TA/DA shall be paid for appearing in the Interview.
2. Number of posts can be increased or decreased.
3. Candidates are also instructed to follow the COVID-19 protocol issued by Govt. of India time to time.
4. Civil Surgeon can assign duty at any other place besides place of posting within the district in public interest.
5. The selection is subject to the candidates proving their medical fitness and verification of their character and antecedents.
6. Documents verification of shortlisted candidates will be done by this office and if any candidate is found with false documents at the time of appointment or later stage, his/her appointment/recruitment will be cancelled/terminated immediately and suitable action shall be taken against as per rules/laws.

7. Candidature of the registered candidate is liable to be rejected at any stage of recruitment process or even after recruitment or joining if any information provided by the candidate is found false or is not found in conformity with the eligibility criteria mentioned in the advertisement.
8. The candidature of the candidates shall be provisional and will be subject to verification of eligibility conditions with reference to original documents. Screening and selection will be based on the details provided by the candidate. Hence it is necessary that applicants should furnish accurate, full and correct information in the application form. In the event of the candidate furnishing wrong or false information, his/ her candidature may be rejected at any stage of the selection process.
9. Candidates are advised in their own interest not to bring any of the banned items including mobile phones on the schedule day of recruitment. Any infringement of these instructions shall entail disqualification.

**This office reserves the right to cancel the whole recruitment process at any time at any stage without assigning the reason to candidate.**

  
District Health and Family Welfare Society,  
Panchkula  
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