Government of Tripura Directorate of Family Welfare & P.M., Agartala, West Tripura.

NO. F. 13 (3-60)-DFWPM/PHS/2014

Dated 14 _2017.

EMPLOYMENT NOTIFICATION

Directorate of Family Welfare & P.M., Govt. of Tripura is going to filled up 1 (one) no. of Consultant/Programme Manager under National Rabies Control Programme on contract basis for 11 (eleven) months with monthly honorarium @ Rs. 25,000/- (Rupees, twenty five thousand) only per month.

SI. No.	Name of the Post Consultant/ Programme Manager	Total Post 01	· · · ·			Qualification	Age
1.			ST	SC	UR	Medical Graduate with post Graduate	Not more
			00 00	01	Degree/Diploma (Preferably in epidemiology or Public Health such as MD, MPH, DPH, MAE, PhD or MD/MSc/PhD (Microbiology). or Medical Graduate with 2 years experience in related field. or	then up to 45 (forty five) years as on last date of submission of application.	
			1			Post Graduate in field of Life Science or Veterinary Science or Social Science related to Public health with 2 years experience in field of Epidemiology or experience in handling the health programmes of similar nature.	

Instruction for applicants:-

- Interested candidates are hereby request to submit their Bio-data as per the prescribed format along with self attested copies of the necessary relevant documents in hard copies in the office of the Directorate of Family Welfare & P.M., Government of Tripura, P.N. Complex, 3rd floor, (General Section) Gurkhabasti, Agartala by 22nd December 2017 (excluding Govt. Holiday) during office hour i.e. up to 4.00pm by hand.
- 2. Name of the short list eligible candidates will be published in the website of Health & Family Welfare Department, Tripura (www.health.tripura.gov.in) on due time for appearing in the written preliminary test.
- 3. The date, time venue and other details of written preliminary test will be published in the website of Health & Family Welfare Department, Tripura (www.health.tripura.gov.in).
- 4. Written Preliminary test will be conducted for 60 marks and have to be scored 50% marks in the test to appear before the final interview.
- 5. Final interview will be conducted for 40 marks.
- The final selection will be done based on merit, i.e. score obtained in the competency Assessment test plus scored obtained in the final interview/viva-voce cumulatively and maintaining 100 point roster, which will be published in the website of Health & Family Welfare Department, Tripura (www.health.tripura.gov.in)
- 7. No TA/DA will be given for appearing in the competency Assessment Test or interview.
- 8. The Notice of recruitment and application format may be downloaded from website of Health & Family Welfare Department, Tripura (www.health.tripura.gov.in)

Director of Family Welfare & P.M., Government of Tripura, Agartala.

APPLICATION FORMAT

Fo The Director of Family Welfare & P.M., Government of Tripura, Gurkhabasti, 3rd floor, P.N. Complex, Agartala. Paste a recent passport size coloured photograph with full signature on it (Do not staple)

Name of the post applied for :-

Name of the Candidate :-(In Block letter)

Father/Husband Name :-

Nationality :-

Permanent Address:-

Postal Address for communication with pin code:-

Cont. No/email id :-

Date of Birth:-

Gender :-

Caste, if belongs to SC/ST community (attach certificates) :-

Education Qualification (attach photocopy of all relevant mark sheets):-

SI. NO	Name of the Examination	Recognized university/Board/Institution	Year of Passing	Percentage of Marks obtained

Technical Qualification (if any attach supporting document) :-

Experience (if any attach supporting document) :-

Declaration:- I hereby declare that, all the information given above is true to the best of my knowledge, if any of the above information is/are found to be incorrect at a later stage, I shall be liable to be disqualified and removed from the service after selection/joining.

(Signature of the candidate)

Terms of Reference (TOR) for appointment of Consultant/Programme Manager

Work Responsibilities:

- To provide technical assistance to implement the programme and ensure operational continuity of the programme in the State.
- To provide assistance for date collection, compilation, reporting, analysis and other local action pertaining to the programme.
- Assist in Co-ordination of various activities of the programme by interacting with all the sectors involved in the programme.
- Assist in development of trained health manpower by organizing training for core trainers and medical and paramedical professionals, monitoring training impact on the field and assessing emerging training needs.
- Liaison with other departments that have relevance to the programme (Animal Husbandry, Veterinary etc).
- Assist in the organization of technical meetings.
- > Monthly reviews and compilation of periodic reports and plans under the programme.
- Periodic visits for monitoring the implementation of the programme plan.
- Assist in maintenance of records and accounts.