

**THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
BABA GANG NATH MARG, MUNIRKA, NEW DELHI-110067**

WALK-IN-INTERVIEW / SKILL TEST & INTERVIEW

The National Institute of Health and Family Welfare (NIHFW) is an Autonomous / Apex Technical Institute funded by the Ministry of Health and Family Welfare for promoting Health and Family Welfare Programmes in the country through Education & Training, Research & Evaluation, specialized services, consultancy and advisory service. This Institute has been identified as Nodal Agency / awarded different projects to fill the following posts purely on contractual basis. The contract may be renewed based on requirement and performance during the period. The details are given below:

1. Name & No. of the post: **Sr. Consultant (Medical) (1 Post): (Duration: 1 year)** in “Capacity Building in Public Health Emergency & Hospital Preparedness for Health Emergencies” project

Qualification & Experience:

Essential: **MBBS and MD** (Community Medicine / Preventive & Social Medicine / Community Health Administration)

Experience:

6 years post MD experience of Teaching / Training / Research

Desirable- Experience of working in the field of Public Health emergencies

Job responsibilities:

- Over all monitoring and evaluation of the trainings in different States.
- Comprehensive Training Plans, trainings report and preparing action point for performance improvement among partner institution.
- Taking sessions during the training at NIHFW and at partner institution.
- Undertake field visits to partner institution of India in respect of all training related tasks and issues.
- Assist in development of standard protocols in training, monitoring the quality assurance checklist for trainings, infrastructure and service delivery at the health facilities.
- Analyze best practices in Training and Trainings Database Management prevailing in the country and world.
- Submitting a technical report with suggested action points for performance improvements as and when directed by Nodal Officer.
- Supervision of the team and working under guidance of Nodal Officer.
- Undertake any other activity assigned by the Supervisor / Reporting Officer.

Consolidated remuneration: Rs.1,20,000/- p.m.

Place of Duty:

NIHFW, New Delhi. The work will require extensive traveling to various States/ districts of India

Date of Interview: **10/9/2018 (Monday) at 3.00 p.m.**

Reporting / Registration time: **10/9/2018 at 2.00 p.m. – 3.00 p.m. in Room No.6, Administrative Block, NIHFW**

2. Name & No. of the post: **Internet Monitoring Expert (1 post): Duration: (1 year) in “Nodal Agency under MoHFW for Monitoring e-advertisement violating Section 22 of PC & PNDT Act 1994”**

Qualification & Experience:

BE/B.Tech (IT / Computer Science Engg.) from UGC recognized university

Experience:

- At least 2-3 years in Social Media Marketing, Content Strategy and experience in Search Engine Marketing (SEM) and Search Engine Optimization (SEO)
- Experience working with popular keyword tools (Google, Word Tracker, Keyword Discovery etc.)
- Experience in Search Engine techniques
- Experience in web scripting like JavaScript / HTML
- Experience with website analysis using a variety of analytics tools including Google Analytics as well as internal reporting tool

Job responsibilities:

- Maintain Communication with SEPs & ISPs
- Action taken and Legal Aspects.

Age limit: Upto 35 yrs.
(as on date of Skill Test & Interview)

Consolidated remuneration: Rs.60,000/- p.m.

Place of Duty: NIHFW, New Delhi

Date of Skill Test & Interview: **24/9/2018 (Monday) at 11.00 a.m.**

Reporting / Registration time: **24/9/2018 at 10.00 a.m. – 11.00 a.m. in Room No.6, Administrative Block, NIHFW**

General Instructions:

1. Age will be calculated on the date of Test / Interview. No age relaxation is admissible on these contractual posts.
2. Registration will be done on the basis of token system for the posts where Skill / Written test has been provided. Tokens will not be served after the closing of Registration time.

3. Interested candidates for positions of **Sl.No.1** may appear for **Walk in Interview** which will be held on the above mentioned date and time in the Deputy Director (Admn.)'s Office, 1st Floor, Administrative Block, NIHFW, New Delhi along with detailed CV as per performa enclosed and self attested copies of age proof, photo ID proof, qualifications and experience certificates and **original certificates** for verification.
4. Interested candidates for positions of **Sl.No.2** may appear for **Walk in Skill Test & Interview** which will be held on the above mentioned date and time in the Computer Lab.1, 1st Floor, Academic Block, NIHFW, New Delhi along with detailed CV as per performa enclosed and self attested copies of age proof, photo ID proof, qualifications and experience certificates and **original certificates** for verification.
5. Candidates have to make their own arrangement for appearing in interview and no TA / DA will be paid to them.
6. NIHFW reserves the right to either fill up the post, or not without assigning any reason.
7. The candidates reporting after registration time will not be entertained. The application and certificate submitted at the time of registration will not be returned back to candidates.
8. Candidates must ensure that he/she fulfill the requisite qualifications, experience and age etc. on the date of Interview / Skill Test / Written Test.
9. **Without original certificates the candidates will not be considered for registration.**

DIRECTOR

**The National Institute of Health & Family Welfare
Baba Gang Nath Marg, Munirka, New Delhi-110067**

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Name of the Nodal Agency/ Project:

To be signed across

1. Name of the post applied for : _____
2. Name of the candidate in full : _____
3. Father's/Mother's Name : _____
4. Address for correspondence : _____
With mobile phone and e-mail _____
5. Permanent Address : _____
: _____
6. Date of birth and present age : _____
7. Whether belongs to SC/ST/OBC : _____
/ Minority / PWD (Please specify)
8. Educational Qualifications :

Sr. No.	Qualification	Board / University	Year of passing	Max. Marks	Marks obtained	Percentage (%)

9. Details of employment work / Experience:

Post held	Name of Deptt. / Organization	Salary drawing / drawn	From	To	Nature of duties performed

10. In case of Pensioner:

Name of the Organization with full address	Post held	Scale of Pay / PB with Grade Pay	Amount of Basic Pension	Remarks

11. Any other relevant information: _____

12. List of enclosures (self attested)

- a.
- b.
- c.

Signature of the applicant
Date: _____