

सं. जेड.-28015/08/2021.ई-II  
भारत सरकार  
स्वास्थ्य एवं परिवार कल्याण विभाग  
स्थापना-II

निर्माण भवन, नई दिल्ली

दिनांक: 16 मार्च, 2021

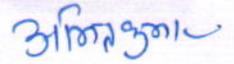
परिपत्र

विषय: संविदा आधार पर स्वास्थ्य एवं परिवार कल्याण विभाग में परामर्शदाता की नियुक्ति।

स्वास्थ्य एवं परिवार कल्याण विभाग में संविदा आधार पर वरिष्ठ परामर्शदाता के रूप में नियुक्ति हेतु आवेदन आमंत्रित किया जाता है। परामर्शदाता की तैनाती स्वास्थ्य एवं परिवार कल्याण विभाग में होगी। परामर्शदाता की नियुक्ति से संबंधित विस्तृत नियमों व शर्तों, योग्यता-मानदंड व अन्य विवरण संलग्न हैं।

2. इच्छुक व्यक्ति जो तत्काल रूप से पद को सँभालने की स्थिति में हैं वे इस परिपत्र के जारी होने के दो सप्ताह के अंदर संबंधित दस्तावेजों के साथ अपना आवेदन "अवर सचिव (प्रशासन), कमरा नंबर-330 'सी-विंग', निर्माण भवन" को संबोधित करते हुए "सी.आर. अनुभाग, गेट नंबर- 6, ग्राउंड फ्लोर, निर्माण भवन, नई दिल्ली" में जमा करा दें।

3. हिंदी अनुवाद में किसी भी विसंगति की स्थिति में, अंग्रेजी संस्करण का पालन किया जाएगा।



( अमित कुमार )

अवर सचिव, भारत सरकार

टेलीफैक्स: 23061323

- 1) विभाग की वेबसाइट में परिपत्र के प्रकाशन हेतु एन.आई.सी. को प्रतिलिपि
- 2) ई-ऑफिस नोटिस बोर्ड ई-ऑफिस
- 3) नोटिस बोर्ड

## **Terms of Reference for the Post of Sr. Consultant, HRH Cell, MoHFW**

### **Position: Sr. Consultant (Public Health/Health System Strengthening)**

The need is immediate and only candidates who can join at short notice may apply.

### **Statement of Duties:**

- Assist in evaluation of various health programmes of the Govt. with a focus on enhancing healthcare delivery by adopting a system strengthening approach.
- Collaborate with stakeholders working on monitoring the COVID-19 pandemic in the country and suggest strategies to contain the spread of the pandemic.
- Work with cross-functional teams involved in testing, data collection and analysis at the Central and State Govt. level to strengthen the existing national emergency response mechanism and preparing for future pandemics.
- Develop concise briefs, reports and presentations on functional work streams being looked after by the Additional Secretary (Health).
- Coordinate with different Divisions of the Ministry to ensure-
  - Follow up on pending issues pertaining to Public Health, e-Health, CGHS, RNTCP and other related matters.
  - Work on all matters related to topics being looked after by Additional Secretary (Health).
  - Development of a functional Knowledge Management and Knowledge Sharing platform under Mission Karmayogi.
- Any other technical task as designated by the reporting officer.

### **Desired Qualification:**

#### **Competencies/ Skill sets required**

##### **A. Skills-**

- Excellent interpersonal and communication skills;
- Excellent documentation and report compilation skills;
- Proficiency in MS Office applications.

##### **B. Competencies-**

- High level of cross-cultural sensitivity, good and clear understanding to community development trends and issues are highly desirable;
- Ability to multi-task, and deliver quality work on time;
- Ability to work closely with multiple parties/people and build trust relationships;
- Ability to navigate through organizational structures and staff and think independently, where needed;
- Ability to prioritize activities and goals on an on-going basis;
- Motivated and committed to the Government's healthcare priorities.

### **C. Qualification-**

- Essential - Post Graduation (specialization in Health Management)
- Desirable - Professional and clinical qualification (preferably in medical, nursing or allied health streams)

### **D. Experience-**

- Essential - 6-7 years of experience in relevant sector
- Desirable - Experience in providing technical support to government programs/ departments and previous clinical work experience in medical/nursing/allied health stream.

### **Compensation**

The Sr. Consultant will be entitled to a consolidated salary of ₹90,000 to ₹1,20,000 depending on qualification and experience.

### **Contract Duration, Probation, Extension, Notice period**

The contract will be valid for a period of one year and will be executed under the HRH and Mission Karmayogi Cell, Administration Division, MoHFW. The contract may be renewed based on requirement and consultant performance during the period.

Interested candidates may send their application in the prescribed format along with copies of educational and work-experience documents to Under Secretary (Admn), Ministry of Health and FW, Room No. 330-C, Nirman Bhawan, New Delhi within two weeks.