

DIRECTORATE OF HEALTH SERVICES JAMMU
(Near MLA Hostel, Indira Chowk, Jammu (J&K) Pin: 180001)
E-mail dhsjammu@rediffmail.com
☎0191-2546338 Fax 0191-2549632

Notification for Hiring Contractual Staff


Application on the prescribed form, are invited from eligible candidates for contractual hiring to the posts of Ophthalmic Surgeon in various districts of Jammu Division under National Programme for Control of Blindness & Visual Impairment (NPCBVI).

The application form complete in all respects be deposited in the NPCBVI Cell Directorate of Health Services, Jammu by or before 27.07.2019 between 10.00 AM to 4.30 PM on all working days.

S. No	Name of the Post	District/ No. of positions	Essential Qualification	Desirable Experience	Selection Criteria
1.	Ophthalmic Surgeon <u>Remuneration</u> Rs. 50000.00 per month	i. Distt. Hospital Reasi 1 ii. Distt. Hospital Poonch 1 iii. Sub Distt. Hospital Ramnagar 1	<ul style="list-style-type: none"> M.S Ophthalmology (MCI recognized) or equivalent with at least 1 year post PG experience. Dip. Ophthalmology (MCI recognized) with 2 years post PG experience <u>Age limit:</u> upto 65 years 	Trained in performing ECCE with IOL.	i. MBBS-60 points ii. PG Diploma-10 points (across the board) / PG Degree- 20 points (across the board) iii. Viva Voce-20 points Note: Item (i) on prorata basis
2.	Administrative Assistant/ Statistical Assistant <u>Remuneration</u> Rs. 12000.00 per month	Divisional NPCBVI Cell Directorate of Health Services Jammu 1	Graduate with minimum one year experience in administration or trained stenographer. <u>Age limit:</u> upto 45 years	One year work experience in Govt./ reputed public/ private organization.	i. Graduation-60 points ii. Stenography-20 points iii. Viva Voce-20 points Note: Item (i) & (ii) on prorata basis

For further details as to the eligibility, job profile & terms & conditions please visit Health Department website www.dhsjammu.co.in

No: DHS-J/Sch./NPCBVI/136-40
Date: 08-07-2019


Director Health Services
Jammu

Copy to: -

- Financial Commissioner, Health & Medical Education, J&K Civil Secretariat, Srinagar for information please.
- Mission Director NHM J&K Srinagar for information.
- Joint Director Information Department Jammu for information with the request to please publish the notification in two leading English newspapers for wide publicity.
- Assistant Director HEB, Directorate of Health Services Jammu for uploading the notification in official web-site.
- Nodal officer NPCBVI for information.
- Concerned file.

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Job Profile of Ophthalmic Surgeon

- To perform all kinds of ophthalmic surgeries including those in eye camps.
- To liaison with medical, nursing & other personnel in all matter related to eye.
- To coordinate and participate in training of health personnel on eye related activities at district level.
- To participate in ophthalmology departmental meetings.
- To coordinate and maintain liaison with different stakeholders including education, social welfare development/ NGO sector for promotion of eye care services.
- Any other as assigned by supervisor.

Job Profile of Administrative Assistant/ Statistical Assistant

- Compilation & submission of physical achievement reports.
- Maintenance of office record including correspondence with respect to Programme activities with subordinate offices.

Terms and Conditions:

- Must be a resident of J&K State. Candidates from all districts of Jammu Division can apply, however preference will be given to the local candidates of the respective Districts for which the post is advertised.
 - The hiring is purely on contractual basis till 31.03.2020 which will be renewable on year to year basis, based on satisfactory work and conduct. The appointing authority shall have the right to terminate hiring without assigning any reason.
 - The Candidate shall have to give one month advance notice before leaving the job.
 - The Contractual hiring shall not confer any right on the candidate to claim extension or benefits.
 - The consolidated honorarium per month is inclusive of all allowances and monetary benefits.
 - The entitlement of leave, travel etc shall be governed by the rules in vogue and as applicable to the contractual/consolidated employees at State Health Society.
 - The candidate shall have to join his/her duty within seven days from the date of issuance of selection list, along with the requisite original documents failing which his/her appointment shall automatically be treated as cancelled.
 - The candidate shall have to execute a contract agreement with the respective Chief Medical Officer of the District.
 - The selected candidates will have to work in the Districts/Institutions against which they are selected and their engagement shall be non transferable.
 - The hiring shall be governed by other terms and conditions as are not specifically mentioned herein but are made applicable in case of such appointments at any time by the contracting authority.
 - If the number of applicants is more than five times the number of posts advertised then a screening test may be conducted.
 - The date of screening test and its venue shall be notified in leading local newspapers.
 - Qualifying candidates shall have to appear for the interview, the date for which will be notified in leading local newspapers.
 - No separate interview call letters shall be issued individually.
- The applicants shall submit the duly filled application form in the prescribed format along with the following self attested documents:**
- Relevant Essential qualification certificate including marks cards and degree/diploma.
 - Relevant experience certificate from Competent Authority.
 - Matriculation certificate/ Date of Birth Certificate.
 - State subject certificate.
 - One passport size photograph attested by Gazetted Officer to be affixed on the application form & one spare photograph to be submitted along with the form.

General Instructions:

- No TA/DA shall be paid to the candidate for attending the screening test/interview.
- Applications not accompanied with necessary supporting documents, shall be rejected summarily.
- In case, the last date fixed for receipt of application is declared a holiday, next working day shall be deemed to be the last date for receiving the applications.
- The application should be superscripted as application for the post of _____ for district _____ which ever applicable.



**DIRECTOR HEALTH SERVICES
JAMMU.**



No.: DHS-J(sch.) NPCBVI/136-40
Date: 08-07-2019.

**APPLICATION FROM FOR HIRING OF CONTRACTUAL STAFF UNDER
National Programme for Control of Blindness & Visual Impairment**

- Post applied for _____
1. Name of Candidate _____
 2. Date of birth _____
 3. District of domicile _____
 4. Sex _____
 5. Permanent Address _____

Recent passport size photograph duly attested by Gazetted Officer

Present Address _____

6. Telephone _____
7. Mobile no. _____
8. E mail address _____
9. Educational qualifications:

NAME OF EXAMINATION	UNIVERSITY/BOARD	SESSION	Maximum Marks	MARKS OBTAINED	Percentage

10. Computer Literacy (mention all software(s) _____)
11. Details of experience .Use separate sheet, if required, starting with present employment. List in reverse order all the employment you have had with job responsibilities.

I certify that all statements made by me to the above questions are true, complete and correct to the best of my knowledge and belief.

Place:
Date:

Signature of the Candidate

Name in block letters