Notification for Hiring Contractual Staff

Application on the prescribed form, are invited from eligible candidates for contractual hiring of services under National Programme for Control of Blindness (NPCB) for following vacant posts.

The application form complete in all respects be deposited in the NPCB Cell Directorate of Health Services, Jammu before 20.05.2017.

For further details as to job profile & terms & conditions please visit Health Department website www.jkhealth.org.

S. No. | Name of the Post | District | No. of positions | Requisite Qualification | Desirable Experience |
--- | --- | --- | --- | --- | --- |
1. | Paramedical Ophthalmic Assistant | Doda | 1 | 2 years diploma (Ophthalmic Assistant) from a Govt. recognized Institution. | Familiarity with Computer & Internet use |
   | | Kathua | 1 | | |
   | | Kishtwar | 1 | | |
   | | Poonch | 1 | | |
   | | Rajouri | 1 | | |
   | | Ramban | 1 | | |
   | | Reasi | 1 | | |
   | | Samba | 1 | | |
   | | Udhampur | 1 | | |
   | Total | | 9 | | |

Remuneration: Rs. 12000.00 per month

Age limit: 40 years or below

No: DHS-J 5ch. NPCB 24

Date: 02-05-2017

Director
Health Services
Jammu
Job Profile

- To screen patients for cataract and other minor surgical cases and bring them to the hospital.
- Refractive services to all the patients.
- Report to the District Ophthalmic Surgeon/District Programme Manager and perform duties as assigned by them.
- Maintain records and send regular reports to superior.
- To co-ordinate and participate in training of health personal on Eye Care activities.
- To assist Ophthalmic Surgeon in Ophthalmic care.
- To organize & conduct Eye Camps in association with District Blindness Control Society.

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 31.03.2018 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 7 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.

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 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.
• Marks certificate of education qualification (10th & 12th).
• Matriculation certificate/ Date of Birth Certificate.
• State subject certificate.

DIRECTOR HEALTH SERVICES
JAMMU.

No.: DHS-J/ Ser/ NH/8/24
Date: 02-05-2017
APPLICATION FROM FOR HIRING OF CONTRACTUAL STAFF UNDER
National Programme for Control of Blindness

Post applied for ____________________________
1. Name of Candidate ____________________________
2. Date of birth ____________________________
3. District of domicile ____________________________
4. Sex ____________________________
5. Address Present ____________________________

Permanent ____________________________

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

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<th>NAME OF EXAMINATION</th>
<th>UNIVERSITY/BOARD</th>
<th>SESSION</th>
<th>MARKS OBTAINED WITH % AGE</th>
<th>FULL TIME/PART TIME</th>
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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