



Dated: 07.06.2023

Memo. No:- DH &FWS/APD/2023-24/ 248(2)

**RECRUITMENT NOTICE**

(Under XV Finance Commission-BPHU for FY 2023-24)

Applications are invited from eligible candidates for recruitment of different HR positions mentioned below under District Health & Family Welfare Samiti, Alipurduar on contractual basis under Fifteenth Finance Commission -Health Grant, for the newly created health units (BPHU) in reference to the memo no. HFW-27011/502-NHM SEC-Dept of H& FW/, dated 22.05.2022 of the Mission Director NHM & Executive Director, WB SH & FW Samiti. Only offline application will be accepted. Applicants are requested to visit the State Health Website [www.wbhealth.gov.in](http://www.wbhealth.gov.in) and District Website [alipurduar.gov.in](http://alipurduar.gov.in) for detailed Terms of Reference (ToRs) and further process.

**Different HR position under XV FC Commission for Block Public Health Unit(BPHU) at Madarihat Block (Madarihat RH) are as follows:**

1. Block Epidemiologist: Total Post-01 (ST-01)
2. Block Public Health Manager :Total-01,( ST-01)
3. Laboratory Technician :Total-02 (UR-01,SC-01)
4. Block Data Manager :Total-01 (ST-01)

The applicant must submit the application with self-attested photocopies of all relevant documents in the specific format along with non-refundable Demand Draft of Rs.100/- for UR Categories and Rs. 50/- for reserved categories in favour of "**DH & FWS, ALIPURDUAR, NON NHM ACCOUNT,**" payable at **Alipurduar** . No other form of payment (like money order, Cheque and Cash etc) will be acceptable.

The supportive documents (hard copy) along with original Demand Draft should reach the **Office of the Chief Medical Officer of Health & Member Secretary, DH & FWS, Babupara, New Alipurduar, Ward No-XII, Dist-Alipurduar, Pin: 736121, by 23.06.2023 within 5 p.m. positively by registered post/speed post/courier only**, during office hour except on holidays. The department will not be responsible for any postal delay.

  
CMOH & Secretary

District Health & Family Welfare Samiti, Alipurduar



**Important Notes:**

1. Remuneration of the HR will be fixed as per rate of National Health Mission (NHM) as mentioned against the posts. No enhancement will be permitted during the entire tenure upto 2026.
2. Engagement will be on contract, which will be initially for a period of one year. Maximum period of engagement will be till 2026 unless and until the project/scheme is further extended.
3. Under no circumstances these HR will be absorbed in regular establishment of the Government.
4. Age relaxation will be given for the reserved candidates as per existing norms (TOR) of the State Govt.
5. Selection will be conducted by the District Level Selection Committee, Alipurduar. District Health & Family Welfare Samiti reserves the right to cancel the recruitment process at any stage without assigning any reason thereof.
6. Applicants are requested to visit [www.wbhealth.gov.in](http://www.wbhealth.gov.in) and [alipurduar.gov.in](http://alipurduar.gov.in) regularly for further information /instruction issued by the authority.

**Important Instruction for the Applicants/Candidates:**

- Only offline application will be accepted. If application forms not properly filled in or incomplete, application forms will be cancelled. If the offline application details submitted by the applicant differ with the original testimonials, that application will be cancelled. Physical mode of submission of application will not be accepted.
- If proper signature and photograph are not attached at the time of offline application that application shall also be cancelled.
- Candidates will be called for computer test and interview (wherever applicable) on the basis of essential and desirable qualification.
- Candidates qualified in computer test will be called for interview (wherever applicable).
- Selection will be made on the basis of marks obtained in academic qualification, experience, computer test and interview (Wherever applicable).
- The essential qualification mentioned are the minimum and mere possession of the same does not entitle the candidates to claim for selection. All the essential qualifications must be completed before the last date of application.
- Experience certificates must consist of employee's name, name of the post, date of joining (DOJ) and date of leaving (DOL), duration of experience, employer signature with date, nature of work must be written clearly otherwise experience certificate will be treated as invalid.

*[Handwritten signature]*



# Government of West Bengal

Office of the Chief Medical Officer of Health Alipurduar

Babupara, Maya Talkies Road, Ward No-12,

District-Alipurduar, Pin: 736121

Tele:03564-257200, email:cmohapd@gmail.com



- Multiple applications for single post by one candidate will be liable to cancellation of candidature.
- Caste Certificate issued before the date of application, by the competent authorities of West Bengal will only be accepted. In case of OBC candidates, category "A" & "B" and others must be mentioned specifically in the Caste Certificate, Otherwise the caste certificate will not be accepted.
- Failure to submit/mismatch of any documents/ providing false information of any requisite documents will be liable to cancellation.
- Any omission/suppression of information shall lead to rejection of application or candidature at any stage of the process without further intimation.
- Candidates need not apply separately for each posting unit.
- The candidates, if found ineligible after verification process or ineligible at any step of the above-mention mode of selection, will not be called for offline subsequent stages of the selection process.
- No rounding off of marks will be granted. Proportionate marking up to 2 decimal points will be considered.
- No TA/DA will be paid to the candidates for the selection test / interview.

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The details of each post are attached in subsequent pages as follows:

**Block Epidemiologist under XV FC Commission for Block Public Health Unit**

SI. No	Name of the Post	No. of Vacancy	Reservation Category	Age Limit:- ( As on 1 <sup>st</sup> January 2023) (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 01 /BPHU
1	Block Epidemiologist	01 (One)	ST-01	Minimum 21 years and Maximum 40 years	Rs. 35,000/-	<u>Block Public Health Unit</u> 1. Madarihath Block

**Essential Criteria**

- a) M.Sc. in Life Science/Epidemiology OR BAMS/BHMS/BUMS with MPH
- b) Proficiency in advance MS Office

**Desirable Experience**

- a) Ph.D/ M.Phil
- b) Experience in Public Health

**Scale of Scoring of Block Epidemiologist for Block Public Health Unit**

Name of the Post	Particulars	Max. Marks	Remarks
Block Epidemiologist	M.Sc. in Life Science/Epidemiology OR BAMS/BHMS/BUMS with MPH	50	(Proportionate marking)
	Ph. D/M.Phil	10	Additional Marks
	Experience in Public Health	10	@2 marks for each completed years of post-qualification experience upto maximum of 5 years
	Computer test	20	Qualification Marks for Computer Test is 50%
	Interview	10	
	Total		100



**Block Public Health Manager for Block Public Health Unit**

Sl. No.	Name of the Post	No. of Vacancy	Reservati on Category	Age Limit:-(As on 1 <sup>st</sup> January 2023) (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 01 /BPHU
2	<b>Block Public Health Manager</b>	01 (One)	ST-01	Minimum 21 years and Maximum 40 years	Rs. 35,000/-	Block Public Health Unit, Madarihath Block

**Essential Criteria**

- a) B. Sc in Life Science with Post Graduate Degree/Diploma in Management.
- b) Proficiency in advance MS Office

**Desirable Criteria**

- a) M. Sc in Life Science
- b) Experience in Public Health

Name of the Post	Particulars	Max. Marks	Remarks
<b>Block Public Health Manager</b>	B.Sc in Life Science	40	(Proportionate marking)
	Post Graduate Degree/Post Graduate Diploma	10	(Additional marks): PG Degree -10 / PG Diploma -5
	M.Sc in Life Science	10	(Additional marks)
	Experience in Public Health	10	2 Marks for each completed years of post-qualification experience upto maximum of 5 years
	Computer Test	20	<b>Qualifying Marks for Computer Test is 50%</b>
	Interview	10	
	Total	100	



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**Laboratory Technician for Block Public Health Unit**

Sl. No.	Name of the Post	No. of Vacancy	Reservation Category	Age Limit:- (As on 1st January 2023) (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 02 /BPHU
3	Laboratory Technician	02 (Two)	UR-01 SC-01	Minimum 19 years and Maximum 40 years	Rs. 22,000/-	Block Public Health Unit, Madarihat Block

**Essential Criteria**

- Passed Class 12 with Physics, Chemistry & Mathematics/Biological Science.
- Diploma in Medical Laboratory Technology from any Institution recognised by the Govt. of West Bengal or Diploma in Laboratory Techniques (DLT) from School or Tropical Medicine.

**Desirable Criteria**

2 Years post qualification experience in any Laboratory of Government Institution or Private Institutions licensed under Clinical Establishment Act.

**Scale of Scoring for Laboratory Technician of Block Public Health Unit**

Name of the Post	Particulars	Max. Marks	Remarks
Laboratory Technician	Class 12	15	(Proportionate marking)
	DLMT/(DLT) from STM	25	(Proportionate marking)
	Post qualification experience in any Laboratory of Government Institutions or Private Institution licensed under Clinical Establishment Act	10	Marks on experience will be awarded proportionately to the number of years upto 5 years @ 2 marks for each year in Govt Sector (Health) and 1 marks for each year in Private Sector(Health)
	<b>Total</b>	<b>50</b>	



### Block Data Manager (BPHU) of Block Public Health Unit

SI. No.	Name of the Post	No. of Vacancy	Reservation Category	Age Limit, (As on 1 <sup>st</sup> January 2023) (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 01 /BPHU
4	Block Data Manager	01 (One)	ST-01,	Minimum 21 years and Maximum 40 years	Rs. 22,000/-	Block Public Health Unit, Madarihat Block

#### Education Criteria:

1. Graduation from any recognized university and have completed at least 1 year Diploma course in Computer Application from Govt. registered Institution.
2. Working knowledge of computers with operating knowledge of MS Word, MS Excel, MS Power Point, MS Access and Internet.
3. Minimum 3 years' experience in Government Sector or 5 years' experience in Private Sector in data recording and data analysis.

#### Scale of Scoring for Block Data Manager of Block Public Health Unit

SI. No	Name of the Post	Particulars	Max. Marks	Remarks
4	Block Data Manager	Class X	5	Proportionate marking (i. e. % obtained in the exam.) Round of 2 decimals
		Class XII	10	
		Graduation	15	
		Computer Test	70	<b>Qualifying Marks for Computer Test is 50%</b>
		Total	100	

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Tele:03564-257200, email:cmohapd@gmail.com




Memo. No. DH&FWS/APD/2023-24/No. 248(2)/1(8)

Dated: 07.06.2023

Copy forwarded for information to:

1. The District Magistrate and The Chairperson District Level Selection Committee, Alipurduar
2. The Additional Mission Director (Health), Alipurduar
3. The AEO, Zilla Parisad, Alipurduar
4. The SDO, Alipurduar
5. The DICO, Alipurduar
6. The Superintendent, District Hospital, Alipurduar
7. The Superintendent, Falakata SSH / Birpara SHG, Alipurduar
8. The All BMOHs, Alipurduar


  
Chief Medical Officer of Health & Secretary  
DH&FWS, Alipurduar

Memo. No. DH&FWS/APD/No. 248(2)/1(12)

Dated: 07.06.2023

Copy forwarded for information with a request to display in the office notice board along with the ToR:

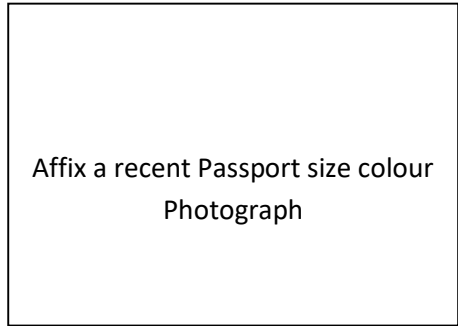
1. The Mission Director (NHM) & Executive Director, West Bengal Health & Family Welfare Samiti
2. The Director of Health Services, Govt. of West Bengal, Swasthya Bhawan
3. The PO-I, NHM, Deptt. of H&FW, Govt. of West Bengal
4. The DDHS(HA), Govt. of West Bengal, Swasthya Bhawan
5. The Dy. CMOH-I/Dy. CMOH-II/ Dy. CMOH-III/ Dy. CMOH-IV/DMCHO/DPHNO, Alipurduar
6. The ACMOH/DTO, Alipurduar
7. The Accounts Officer, O/o the CMOH, Alipurduar
8. The Senior Director(IT)& DIO,NIC, Alipurduar, Doarskanya, Alipurduar with request to publish the notice in the website [www.alipurduar.gov.in](http://www.alipurduar.gov.in)
9. The System Coordinator, IT Cell, Health & Family Welfare Department, Swasthya Bhawan, Kolkata-91 with request to publish the advertisement in the website [www.wbhealth.gov.in](http://www.wbhealth.gov.in)
10. The HR Cell, Swasthya Bhaban, Kolkata
11. The DPMU, Alipurduar
12. Office Copy

  
Chief Medical Officer of Health & Secretary  
DH&FWS, Alipurduar



**APPLICATION FORMAT**  
**( USE BLACK/BLUE BALL PEN FOR FILLING UP THE APPLICATION )**

To  
The Chief Medical Officer of Health  
&  
Member Secretary, District Health & Family Welfare Samity  
Babupara, Maya Talkies Road, Ward No-12,  
District-Alipurduar, Pin: 736121  
West Bengal



**Application for the post of \_\_\_\_\_**

1. Name in Full (In Block Letters) : \_\_\_\_\_

2. Name of the Father / Husband : \_\_\_\_\_

3. Date of Birth (DD/MM/YYYY) : 

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4. Age as on 01.01.2023 :

5. Sex (Please tick the suitable) :  Male  Female

6. Nationality :

7. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_

P.S \_\_\_\_\_ P.O. \_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_

Pin:

8. Present Postal Address : \_\_\_\_\_  
\_\_\_\_\_

P.S \_\_\_\_\_ P.O. \_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_

Pin:

9. Contact No : \_\_\_\_\_

10. Email ID : \_\_\_\_\_

11. Caste :.....

(Please enclose self attested  
Photocopy of caste certificate)

12. Educational Qualification : (Self attested photocopies must be enclosed)

Sl. No.	Examination Passed	Year of Passing	Board / University	Total Marks	Marks Obtained

**N.B:** a. *In case self attested mark sheets are not attached with the application, the marks will not be considered*  
b. *Total marks & marks obtained should be excluding additional subjects and should be in absolute numbers and not in percentage*

13. Computer Qualification :  
(Please enclose self attested  
Photocopy of computer certificate)

14. Details of Work Experience :  
***(Please enclose self attested photocopy of experience certificate clearly mentioning the period of work with monthly salary in the the official letter head with signature, seal and date)***

**DECLARATION**

“I hereby declared that all statements made in this application are correct to the best of my knowledge and belief and in the event of my information being found false my candidature is liable to be cancelled.”

Place:

Date:

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(Full Signature of the Applicant)