



OFFICE OF THE CDM & PHO-CUM- DISTRICT MISSION DIRECTOR, KENDRAPARA
DISTRICT PROGRAMME MANAGEMENT UNIT (DPMU)
(Department of Health & Family Welfare, Govt. Of Odisha)

Walk in-Interview

Advertisement for the Post of Medical Officers (NCD) at DHH, Kendrapara

Adv. No.: 2.....12762.....

Date: 26-09-2023

Expression of Interests are invited from Individuals for filling up the following post under National Health Mission, Kendrapara on contractual basis for District Headquarter Hospital, Kendrapara with monthly remuneration as noted against each and subject to renewal as per OSH & FW Society terms and conditions.

S. N.	Name of the Post	No of Vacancy	Remuneration (in Rs.) & Performance incentive (P.I.) as admissible
1	Medical Officer (MBBS),(Contractual)	01	Base-Rs.64324/-+ PI

The above position is purely temporary and co-terminus with the scheme. Interested candidates can attend the Interview at the office of the CDM & PHO-cum-DMD, Kendrapara, Pin-754001 on Dt...12.../10/2023. Registration timing will be from 10.00 A.M to 11.00 A.M only on Walk In-Interview dates. You may log on to www.kendrapara.nic.in for details of vacancy, eligibility criteria, age, application form, selection procedure etc. The authority reserves the right to cancel any or all application without assigning any reason thereof. The post may increase or decrease as per the requirement.

Jatavali
26/09/2023
Chief District Medical & Public Health Officer,
Kendrapara

APPLICATION FORM

Advertisement No		Photograph				
Post Applied For						
1.Applicant Name (in Capital) :						
2.Father's Name :						
3.Date of Birth :	4.Sex :	5.District of Domicile:				
6. Age as on 01/09/2023 :						
7. Please Mention if SC/SC/OBC/GEN						
8.Present Contact Address with Telephone No:						
9. Permanent Contact Address:						
10. Email id:	11.Mobile No:					
12. Languages spoken/written:						
13:Registration no.(OMC/IMC):		14: Valid upto:				
14: Valid Identity (enclose a copy)						
15.Educational: qualifications (Enclose a copy)						
Exam Passed	Name of Board or University	Year of Passing	Marks Excluding 4 th optional			Remarks
			Full Marks	Mark Secured	%	

16. Employment Record					
Total years of post qualification experience:					
Years of experience in Government :					
17. Details of Employment: (Use separate sheets if required).					
Starting with your present employment, list in reverse order all the employments you have had.					
Name of the Employer	Post held	From Date	To date	Total Experience	
				Years	Month

Declaration: I do hereby declare that the information furnished above are true to the best of my knowledge and belief and that, if at any stage, it is found that any of the above material information is false/incorrect or is suppressed by me, my candidature/appointment in CDM & PHO, Kendrapara, Odisha is liable to be rejected/terminated. I also declare that I have never been disengaged from service under ZSS/OSH & FW/CHS, Odisha on administrative ground such as disobedience/poor performance/misbehavior/criminal activity etc.

Date:

Place:

Full Signature of the Applicant

Note:

Note:

The following documents are to be enclosed along with the application:

- Self attested photo copies of all documents in support of age, qualification, experiences etc.
- Two copies of passport size colour attested photograph. One copy of self attested photograph will however to affixed at the position in the application form.
- Self attested photocopy of Identity proof (Voter ID Card/PAN card/Driving License/Adhar card/Passport).
- Self attested photocopy of M.B.B.S certificate with mark sheet.
- Self attested photocopy of M.D. /Specialist certificate with mark sheet.
- Self attested photocopy of valid Registration certificate from OMC/IMC approval.

DETAILS OF DELIVERABLES AND QUALIFICATION OF MEDICAL OFFICER

Name of the Post	Qualification	Remuneration	Vacancy	Job Description	Age bar
Medical Officer (MO)	MBBS degree from an institute recognized by National Medical Council of India	Base-Rs.64324/- + PI	1 No	Diagnosis and treatment of patients coming to NCD OPD. In case of any complication, immediate referral to the higher health institutions. Prescription of medicines from the available essential drug list. Supervision of day-to-day hospital activities & management so as to ensure quality assurance and client satisfaction care of the patients. Supervision on proper maintenance and update of records and reports. Ensure achievement of quality standard & other achievement. Supervise out-reach activities/community mobilization under the jurisdiction of the DHH. Keep close coordination with reporting health institutions. District/ ULB and other key line departments for smooth operation of the facility and regularly participation in the district/ city level monthly meetings. Verify reports & returns generated every month and their analysis before submission to District. Conduct verification/ audit of the stock allotted/procured for Hospital and forward the indent to DHS for supply of medicine from time to time. Ensure proper use and management of bio-medical waste. Any other tasks assigned by District from time to time.	Upto 68 years

Engagement of Medical Officers on Contractual Basis

S.no	Criteria	Details
1	Qualification	MBBS Degree from an institution recognized by Medical council of India
2	Age Limit	Age upto 68 years
3	Days & Time of service	OPD will be opened from 8:00 A.M. to 12:00 noon & 4.00 P.M. to 6.00 P.M. (6 hours a day) every day. Separate NCD OPD register will be maintained.
4	Job description Medical Officers	Attend OPD as per mandated OPD hours, treat, prescribe medicines & refer to patients attending OPD. Will plan, support & monitor the community level activities in the operational area of DHH, General Health check-up, NCD screening and follow up. Basic laboratory investigation (blood, sugar, urine etc.) weight and BP Check-up counseling & referral in case of Requirement.
5	Remuneration	Remuneration Rs.64324/-+ PI
6	Name of the Institution	DHH NCD Clinic, Kendrapara
7	Attendance and payment procedure	Biometric machine available in the institution will be used for attendance. The total amount based on attendance generated during the month will be transferred to the bank account.
8	Nature of job	All the positions are purely temporary and co-terminus with the scheme. It will stand auto terminated (no notice will be issued in such condition) on engagement of contractual/regular candidates from Government/or any other scheme of Government without any notice.
9	Reporting Authority	DMO (MS) cum-Supdt., DHH, Kendrapara/ DPHO/ DNO NCD/ CDM&PHO, Kendrapara

General Term & Conditions:-

- Those candidates who are already working in Health department either on regular or on contractual basis have to procedure “**No Objection Certificate**” from their Head of Office/ Employer along with the duly filled in application form.
- Interested candidates may attend along with all supporting documents which s/he is claiming for in the prescribed format can be downloaded from Official website of Kendrapara dist: www.kendrapara.nic.in .
- In case the marks obtained are in the form of CGPA, OGPA, DGPA, GPA, CPI etc, a certificate for conversion as applicable to percentage of marks shall be submitted at the time of submission of application form, Otherwise the same will be rejected.
- Candidates who have been disengaged from the Society on administrative ground such as Disobedience/ Poor Performance/ Misbehavior/ Criminal Activities etc. are not eligible to attend.
- No personal correspondence/ enquiry will be entertained in this matter. The authority reserves the right to cancel any or all the applications without assigning any reason thereof.
- No TA/ DA will be allowed for attending the interview.
- Candidates are requested to submit the following documents along with duly filled in application form at the time of Walk-in-Interview. Application form not duly filled in and not accompanied with any of the following documents shall be liable for rejection.
- Freshers may apply having provisional certificate.