



Memo. No:- DH &FWS/APD/ 314

Dated: 29/06/2022

**RECRUITMENT NOTICE**

**(Under XV Finance Commission)**

Applications are invited from eligible candidates for recruitment of different HR positions under District Health & Family Welfare Samiti, Alipurduar on contractual basis under Fifteenth Finance Commission -Health Grant, for the newly created health units (BPHUs, UHWCs) in reference to the memo no. HFW/NHM-478/2021/314, dated 28.04.2022 and memo no. HFW/NHM-478/2021/370, dated. 03.06.2022 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 Uttar Latabari RH and Kamakhyaguri RH are as follows:**

1. Block Epidemiologist: Total Post-02 (SC-01, UR-01)
2. Block Public Health Manager :Total-02 (SC-01,UR-01)
3. Laboratory Technician :Total-04 (SC-01,ST-01, UR-02)
4. Block Data Manager :Total-02 (SC-01,UR-01)

**Different HR position under XV FC Commission for UHWC at Alipurduar Municipality are as follows:**

5. Staff Nurse: 01 (UR-01)
6. ANM (Community Health Assistant- Urban) : 01 (UR-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, Maya Talkies Road, Ward No-12, District-Alipurduar, Pin: 736121, by 15.07. 2022 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.

**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 till 2026 unless and until the project/scheme is further extended.





**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



3. Under no circumstances, these HR will be absorbed in regular establishment of the Government.
4. Essential qualification degree through Distant Learning Course or from any Open University will not be entertained.
5. Age relaxation will be given for the reserved candidates as per existing norms (TOR) of the State Govt.
6. 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.
7. 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 on the basis of essential and desirable qualification (Wherever applicable).
- Candidate 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.
- 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.





# Government of West Bengal

## Office of the Chief Medical Officer of Health Alipurduar

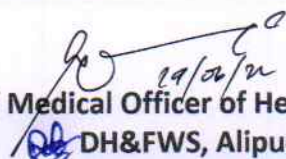
Babupara, Maya Talkies Road, Ward No-12,

District-Alipurduar, Pin: 736121

Tele:03564-257200, email:[cmohapd@gmail.com](mailto:cmohapd@gmail.com)



- 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 to apply separately for each posting unit.
- The candidates, if found ineligible after verification process or ineligible at any step of the above-mentioned 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.

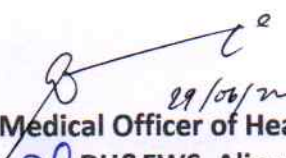
  
Chief Medical Officer of Health & Secretary  
DH&FWS, Alipurduar

Memo. No.: DH&FWS/APD/314/1(7)

Dated.: 29/06/2022

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

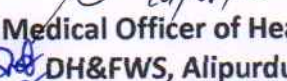
1. The District Magistrate, Alipurduar
2. The AEO, Zilla Parishad, Alipurduar
3. The SDO, Alipurduar
4. The DICO, Alipurduar
5. The Superintendent, District Hospital, Alipurduar
6. The Superintendent, Falakata SSH/Birpara SGH, Alipurduar
7. The All BMOHs, Alipurduar

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

Copy forwarded for information:- 314/1(13)

Date: 29/06/2022

1. The Chairman, District Level Selection Committee, Alipurduar
2. The Sabhadhipati, Zilla Parishad, Alipurduar
3. The Mission Director (NHM) & Executive Director, West Bengal Health & Family Welfare Samiti
4. The Director of Health Services, Govt. of West Bengal, Swasthya Bhawan
5. The Addl. District Magistrate (Health), Alipurduar
6. The Dy. CMOH-I/Dy. CMOH-II/Dy. CMOH-III/ZLO/DMCHO/DPHNO, Alipurduar
7. The ACMOH/DTO, Alipurduar
8. The Chairman, Alipurduar Municipality
9. The DIO, NIC, Alipurduar, Dooarskanya, Alipurduar with request to publish the advertisement in the website [www.alipurduar.gov.in](http://www.alipurduar.gov.in)
10. 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)
11. HR Cell, Swasthya Bhawan, Kolkata
12. DPMU, Alipurduar
13. Office Copy

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





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**Details of the post under XV FC Commission are as follows:**

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

Sl. No.	Name of the Post	No. of Vacancy	Reservation Category	Age Limit:- (As on 1 <sup>st</sup> January 2022) (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 01 for Each Unit
1	Block Epidemiologist	02 (TWO)	UR-01 SC-01	Minimum 21 years and Maximum 40 years	Rs. 35,000/-	Block Public Health Unit (Uttarlatabari RH & Kamakhyaguri RH)

**Essential Criteria**

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

**Desirable Experience**

- Ph.D/ M.Phil
- Experience in Public Health

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

Sl.	NAME of the Post	Particulars	Max. Marks	Remarks
1	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	<b>Qualification Marks for Computer Test is 50%</b>
		Interview	10	
		Total	100	



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

Sl. No.	Name of the Post	No. of Vacancy	Reservation Category	Age Limit:-(As on 1 <sup>st</sup> January 2022) (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 01 for Each Unit
2	<b>Block Public Health Manager</b>	02 (TWO)	UR-01 SC-01	Minimum 21 years and Maximum 40 years	Rs. 35,000/-	Block Public Health Unit (Uttarlatabari RH & Kamakhyaguri RH)

**Essential Criteria**

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

**Desirable Criteria**

- M. Sc in Life Science
- Experience in Public Health

Sl.	Name of the Post	Particulars	Max. Marks	Remarks
2	<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 2022)(Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 02 for Each Unit
3	Laboratory Technician	04 (FOUR)	UR-02 SC-01 ST-01	Minimum 19 years and Maximum 40 years	Rs. 22,000/-	Block Public Health Laboratory and Block Public Health Unit (Uttarlatabari RH & Kamakhyaguri RH)

**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**

Sl.	Name of the Post	Particulars	Max. Marks	Remarks
3	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>	



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**Block Data Manager (BPHU)**

Sl. No.	Name of the Post	No. of Vacancy	Reservation Category	Age Limit, As on 1 <sup>st</sup> January (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting @ 01 for Each Unit
4	Block Data Manager	02 (TWO)	UR-01, SC-01	Minimum 21 years and Maximum 40 years	Rs. 22,000/-	Block HMIS Unit (Uttarlatabari RH & Kamakhyaguri RH)

**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**

Sl. 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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**Staff Nurse under XV FC Commission for UHWC**

Sl. No.	Name of the Post	No. of Vacancy	Reservation Category	Age Limit, As on 1 <sup>st</sup> January 2022 (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting
5	Staff Nurse	01 (ONE)	UR-01	Minimum 21 years and Maximum 64 years	Rs. 25,000/-	UHWC(Alipurduar Municipality)

**Eligibility criteria**

GNM from an Institute recognised by the Indian Nursing Council. Candidates should have proficiency in local language.

**Scale of Scoring for Staff Nurse for UHWC**

Sl. No	Name of the Post	Basic Qualification
5	Staff Nurse	100 (based on % of marks obtain in the final examination)





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**ANM(Community Health Assistant-Urban) under XV FC Commission for UHW**

Sl. No.	Name of the Post	No. of Vacancy	Reservation Category	Age Limit, As on 1 <sup>st</sup> January 2022 (Relaxation as per Govt. rules)	Monthly Consolidated Remuneration	Place of Posting
6	ANM (Community Health Assistant-Urban)	01 (ONE)	UR-01	Minimum 21 years and Maximum 40 years	Rs.13,000/-	UHWC(Alipurduar Municipality)

**Preferable Education Qualification**

Must have passed ANM course from an Institute recognised by the Indian council and be registered with the West Bengal Nursing Council. Should be proficient in Bengali and permanent resident of the district for which application is made.

**OR**

Must have passed GNM course from an Institute recognised by the Indian council and be registered with the West Bengal Nursing Council. Should be proficient in Bengali and permanent resident of the district for which application is made.

**Scale of Scoring for Staff Nurse for UHWC**

Sl. No	Name of the Post	Basic Qualification
6	ANM (Community Health Assistant-Urban)	100 (based on % of marks obtain in the final examination)

**General Information**

Proof regarding permanent residential status of the district applied for, which should be duly attested by a Gazette Officer or Group "A" Officer of the State Government. (Voter ID card / Ration card).



# 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

Affix a recent Passport size colour  
Photograph

**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 01.01.2022 : \_\_\_\_\_

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 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:

\_\_\_\_\_  
(Full Signature of the Applicant)