

राज्य स्वास्थ्य एवं परिवार कल्याण संस्थान, राजस्थान
State Institute of Health & Family Welfare, Rajasthan

Advt.No. SIHFW/NRHM/SHSRC-ARC/5217

Date: Dec.16, 2008

Advertisement

Director SIHFW, Rajasthan invites applications for the following position on contractual basis. The details of position and essential qualification are as under:

S. No.	Position	Essential Qualification	Experience (Desirable)	Responsibilities
1.	Additional Director Upper age limit 50 years	Post Graduate degree in Public Health/ community medicine -MD, CHA, MPH / Health Management/ Health Economics/ Demography. Doctorate degree preferred. Candidate should have documented evidence of handling large public health project s & minimum 5 publications in indexed journals	Minimum 5-10 years experience in the field of Health Sector at State/ National/ International level.	<ul style="list-style-type: none"> • Shall be working under Director SHSRC • Shall advise and report to Director, SHSRC • Preparation and appraisal of State health plans. • Designing and implementation of Programs and proposals related to National Rural Health Mission • Coordinate and supervise activities of SHSRC. • Develop & execute research studies
2.	Consultant (Public Health)	*MD (PSM/CHA/Com. Med) or MPH with Medical background. Candidate should have documented evidence of handling large public health project s & minimum 5 publications in indexed journals	<ol style="list-style-type: none"> 1. Demonstrated experience in Health planning, management & research. 2. Minimum 5-7years post qualification experience of working with healthcare Sector. 3. Strong project and program management skills. 4. Demonstrated ability to lead and participate in teams 5. Excellent and documented documentation skills 	<ul style="list-style-type: none"> • Situational Analysis on various aspects of the Health Sector. • Assisting the States and Districts in building capacities for technical assistance and Program management in public health • Facilitate implementation of National Rural Health Mission including preparation and appraisal of District and State health plans.
3.	Consultant (Health Economics and Health Care Financing)	*Doctorate in health economics. or Financial Management , or *Post graduate degree in Public Health with specialization in health care financing or	<ul style="list-style-type: none"> ▪ At least 5-7 years of work experience preferably in the health sector. Relevant experience in related social sectors would also be counted ▪ Ability to design and conduct studies as regards cost of health care, private sector 	<ul style="list-style-type: none"> • <i>Analyze Health care expenditures and suggest means for improving financial efficiency of the health systems.</i> • <i>Resource analysis for the health sector and developing community based Health financing models and micro-financing in Health</i>

S. No.	Position	Essential Qualification	Experience (Desirable)	Responsibilities
		<p>Doctorate in Economics with exposure to public health</p> <p>Candidate should have documented evidence of handling large public health projects & minimum 5 publications in indexed journals</p>	<p>assessment, assessment of health insurance programs, contracting arrangements with respect to health equity issues.</p> <p>Proven track record of development of contribution to health care systems development at the policy and strategy level based on work in health care financing.</p>	<ul style="list-style-type: none"> Assisting the state in designing / developing/assessing proposals for demand side service delivery systems Health financing and health economics studies for health sector reforms. Developing alternative costing models of health care financing through PPP
4.	Consultant (HMIS/ Monitoring and Evaluation)	<p>1.M.Phil./ Post graduate degree in Statistics/ with diploma in Demography. *Doctorate degree in Statistics/ Demography shall be preferred</p> <ul style="list-style-type: none"> Candidate should have documented evidence of handling large public health projects & minimum 5 publications in indexed journals 	<ol style="list-style-type: none"> Minimum 5-7 years of experience of working in HMIS especially in DSS, data triangulation and data management. Advanced knowledge of HMIS system. Strong aptitude and proven experience in study design and documentation. Proven project management skills with ability to handle multiple tasks Excellent computer literacy- and proficiency in use of SPSS, Fox Pro, EPI-INFO-6 	<ul style="list-style-type: none"> Serving as the organization resource for regulations and standards that impact HIM operations and health information in general, Establishing a suite of key initiatives and corresponding action plans to implement the HIM strategy, Subsequently coordinating the implementation of each initiative, Release of Information practices, Records Storage-both electronic and paper-based and management of Information's related to health sector Develop and guide Web/GIS enabled HMIS Capacity building in HMIS Use of data in decision Making Prepare State annual health report Provide guidance to Districts in developing annual district reports.
5	Consultant (Health Systems Research)	<p>MD (PSM) or MPH with certificate/diploma in research methodology from accredited Institutes or Doctorate in Social Sciences with degree or diploma in research methodology.</p>	<ol style="list-style-type: none"> Minimum 12 to 15 years of experience in Organizing HSR, research management in health systems Must have good facilitation; analysis; and writing skills. Should have experience in project management methodologies, system development lifecycle. Should possess strong ability to learn and apply new/emerging technologies. Excellent relationship management skills with all organizational levels. Excellent 	<ul style="list-style-type: none"> Provide leadership, technical assistance, and consultation to Department in Planning & implementation of Research Projects Planning & preparation of research Proposals Identification analysis & description of research problems Identification of resources required & Preparation of Budget Development of Strategy for distribution & utilization of research results. Communicating research results to Policy Makers

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			communication and interpersonal skills. 7. Excellent organizational and time management skills. 8. Strong analytical and problemsolving skills. 9. Ability to work in a team environment and/or as an individual contributor, as required.	
6.	Consultant (Human Resource Development)	Doctorate in Management with specialization in HRD. or Post graduate Diploma in Human Resource Management from reputed institutes like IIM / IIPM// XLRI	1. At least 12to 15 years of experience in Formulating plans, policies, programs and standards related to the production, deployment, utilization and development of human resource in health sector. 2. Should have experience in creating relevant training programs for specific categories of health workers. 3. Experience in Conduct ing studies and researches on health human resource	<ul style="list-style-type: none"> • Review of current HRD practices in State • Develops and maintains a health human resource information system • Develops and monitors standards on health human resource at different levels. • Forecasting human resource need in view of paradigm shift & service delivery • Conducts researches on health human resource development and management • Develops health human resource system responsive to health trends and needs • Identifies training needs of specific categories of human resource in the health sector • Performance assessment & promoting achievement motivation in health sector • Develops, coordinates, facilitates and implements training programs for health human resource. • Monitors and evaluates training programs. • To develop HRD policy for sustainability of Medical professionals in Govt .Sector • Advises the Director SHSRC on matters pertaining to the health human resource development
7.	Consultant : Gender & Community Participation	PG Degree in Social Sciences /Social work	1. 12 to 15 year's experience of working in NGO sector on micro finance /CBO strengthening /Gender Main streaming/ Community Mobilization	<ul style="list-style-type: none"> • Strategic planning for community participation as per NRHM framework • Community monitoring & capacity building of the CBOs in demand driven processes • Gender mainstreaming in NRHM. • To identify the gender issues and work with PRIs • Gender budgeting • Designing & implementation of programs & proposals related to Gender & community participation issues. • Advisory function to Director SHSRC on concerned issues
8.	Team Leader	Post Graduate in Social Sciences. Preference to candidates having doctorate.	Minimum 5-7 years experience in Social Work/ Community Mobilization/ Documentation in the field of Health Sector at State/	Assist Director in various assignments related to ASHA Resource Center.

S. No.	Position	Essential Qualification	Experience (Desirable)	Responsibilities
			National level or in a NGO of repute.	
1	Consultant (Medical)	Medical degree with diploma in Health & Family welfare and /or Maternal & Child Health/ Post Graduate diploma in Health Management with Medical Background	1-3years in teaching/ training experience in a medical college/ training institute/ District Hospital in H&FW or with a reputed NGO (Can be relaxed for deserving candidates) Published work and experience in documentation shall be given preference	<ul style="list-style-type: none"> • Assist the Director in a) Undertaking training needs assessment b) Providing guidance to the districts in preparation of district training Plans c) Adoption and translation of the training material and curriculum according to state specific needs d) Technical appraisal of peripheral training institutions and e) Establishing competency certification system. • Play the lead role in training from peripheral institutions with specific focus in the area of maternal health (essential and emergency obstetric care) • Establishing linkages with hospitals/specialized training institutions selected for clinical skill development. • Assess the quality and effectiveness of training by undertaking district visits and also from the finding of household and facility survey • Organize state level training review workshops and meets for improving the quality and effectiveness of RCH training. • Submit quarterly technical reports to the director of the institutes and state training coordinator • Carry out any other relevant work assigned by the director of institute.

Note: The job description is indicative and competent authority reserves the right to change or amend or modify them in the interest of the program.

Age Limit: Upper age limit is 50 for the post of additional director & for rest of positions upper age limit is 40 years as on the date of advertisement.

Contract Period: Initially for a period of one year, extendable depending upon performance.

Reservation as per govt. policy

Package Negotiable and will not be a constraint for deserving candidates.

***Qualification can be relaxed for the deserving Candidates.**

Computer Knowledge: For all the positions language proficiency (English and Hindi) and computer proficiency is mandatory.

Last date of Application: Dec.26, 2008. Application received after due date, by any means, will not be accepted. Incomplete forms will be rejected. No personal and telephonic enquiries will be entertained.

Only short listed candidates will receive communication by e-mail.

Candidates in employment must enclosed NOC from their employer.

Candidates are required to apply in the format given below with attested copies of certificates/ testimonials to the Director, State Institute of Health and Family Welfare, Rajasthan, Jhalana Institutional Area, South of Doodarshan, Jaipur-302004 along with **non-refundable DD of Rs. 750/-** payable to the Registrar, SIHFW, Jaipur and placed in a separate envelope with name and post clearly written at the back of D/D

Clearly mention the name of post applied for, on the Envelope.

Those who have applied earlier, need not apply

SIHFW is an equal opportunity employer
Director, SIHFW reserves the right to accept or reject any application without assigning any reason.

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State Institute of Health & Family Welfare, Rajasthan

APPLICATION FORM
(Downloadable)

To,
Director,
State Institute of Health & Family Welfare, Rajasthan
Jhalana Institutional Area,
South of Doordarshan Kendra
Jaipur- 302004

Dear Sir,

With reference to the advertisement No. ----- Dated-----, that
appeared in ----- (Name of new paper), I submit my application for the post

1. Position applied for:

2. Name (In Block Letters):

3. Father/Husband's Name:

4. Date of birth (DD/MM/YY):

D	D	M	M	Y	Y
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5. Sex:

Male Female

6. Religion:

7. Category (√ the appropriate box):

SC	ST	OBC	Gen.
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8. Nationality

9. Marital status: Single Married Separated Widow(er) Divorced

10. Details of DD

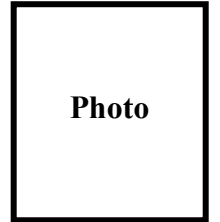
Instrument No.	Drawn on	Date of issue	Payable at

11. Postal address:

12. Permanent address:

13. Email-id* (**must**)

14. Telephone No (With STD Code)



15. Mobile No.* (must)

16. Fax No.:

17. Educational qualification (Secondary onwards. Please list all your qualifications starting from the highest qualification acquired):

S. No.	Degree	University / Board & location	Year of Passing	Percentage / Rank/Grade	Major Subjects

18. Employment record:

- a. Total years of post qualification experience:
- b. Years of experience in the development/ health sector:
- c. Years of experience in Government:

19. Employment history (Starting from the present one) (use separate sheets if required)

Designation:	Name of organization	From (month/year):	To (month/year):	Name of employer:	Major responsibilities

20. Languages known:

Languages	Excellent	Good	Working Knowledge
Hindi			
Speak:			
Write:			
English			
Speak:			
Write:			
Others			
Speak:			
Write:			

21. Publication/ Research Papers

22. Professional Affiliations

23. References (list two persons, not related to you, who are familiar with your Experience and qualifications:

S. No.	Name	Designation	Address	Contact no.

24. Would you accept contractual employment for less than one year YES NO

25. Any other information:

Declaration:

I certify that all information furnished by me is true, complete and correct to the best of my knowledge.

Signature with full Name:

Date:

Place: