

Govt. of West Bengal
Office of the Member Secretary & Chief Medical Officer of Health
District Health and Family Welfare Samity,
Birbhum

Memo. No. DHFWS/advertisement/ 725

Dated: 18/11/2010

ADVERTISEMENT

Applications are invited for the following posts from the candidates fulfilling the requisite criteria.

Name of the Post & number of vacancies:

<u>Category</u>	<u>Name of the Post</u>	<u>Consolidated monthly Remuneration</u>
<u>A</u>	<u>General Duty Medical Officer</u>	<u>Rs. 32000/- P.M</u>
<u>B</u>	<u>Specialist Medical Officer</u>	<u>Rs. 40000/- P.M</u>
<u>C</u>	<u>Lady Medical Officer for Adolescent Health Clinic Suri Sadar Hospital</u>	<u>Rs. 32000/- P.M</u>
<u>D</u>	<u>Block Accounts Manager- for Murarai-I Block</u>	<u>Rs. 11380/- P.M</u>
<u>E</u>	<u>Data Entry Operator</u>	<u>Rs. 9110/- P.M</u>

Name of the Post:- A) General Duty Medical Officer (Contractual)

1. Educational Qualification : MBBS, Experienced candidates will be preferred. No Age Limit

Name of the Post: B) Specialist Medical Officer (To be utilized as Gynaecologist/Anesthesia/Paediatrician) : MBBS Degree and post graduate degree or diploma. No age limit. (Contractual)

Name of the Post : C) Lady Medical Officer (Contractual)

1. **Educational Qualification:** MBBS should have knowledge in Gynecology and Endocrinology and preference should be given to those who have diploma in Gynecology and obstetric or at least House staff ship in Gynecology and obstetric.
2. **Number of Post : 1 (One) for District Hospital**
3. **Age- No bar**

Requirements for the Post of D) Accounts Manager:

1. Educational Qualification: Minimum Bachelors Degree in Commerce from any reputed university with advance knowledge of computer- specially MS word, Excel, PowerPoint, internet browsing and accounting software eg Tally.
2. Age: 35 years as on 01.11.1010
3. Working Experience: Minimum 2 years experience in Accounts related field or computer accounting.
4. **Preference will be given to the candidates from Murarai-I Block**

The post is purely contractual in nature, renewable for further period depending upon their satisfactory performance. The selection will be done on the basis of merit i.e. on the basis of aggregate marks obtained in Graduation Examination and interview.

Requirements for D) Data Entry Operator:-

1. **Educational Qualification:** Minimum Bachelor Degree (B.SC, B.Com & BA) with diploma in Computer Application (DCA) from WBUTE, DOECC, IGNOU or any recognized University or CMC Ltd. Or WEBEL Ltd. Of West Bengal or any other reputed private organization like APTECH, GNIIT, BRAINWARE, DATAPRO etc.

2. **Typing Speed:** Minimum **30 words** per minute a Certificate Should produced from a reputed Computer Centre.
3. **Technical Knowledge:** Knowledge of Computer Hardware, Working skill in LAN Environment/Software understanding of Health Information Management System will be treated as additional advantage.
4. **Age:** 30 years or less as on 01.11.10 relaxable for 5 years in case of SC/ST and 3 years in case of OBC.
5. **Working Experience:** Minimum 2 years experience a Technical Support person, IT Assistant/ Programme etc.

The Posts are purely contractual in nature, renewable for further period depending upon their performance. The selection will be done on the basis of merit i.e. educational qualification, technical knowledge, practical test and Interview. Only selected candidates (As per merit) will be called for interview.

The desiring candidates fulfilling the above criteria should apply as per following format.

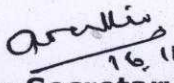
		PHOTO (Right Corner)				
1	Name of the post applied for:-					
2	Name of the applicant (In capital letter)					
3	Address with C/o-, Pin, contact no.					
4	Name of the Block					
5	Name of the sub-division					
6	Date of birth					
7	AGE as on 01.11.10					
8	Caste					
9	Educational Qualification					
	Name of the examination	Year of passing	Name of Board	Total Marks obtained	Grand Total	% age of marks.
	Madhyamik (10+)					
	Higher Secondary (12+)					
	Graduation					
	For MBBS Candidates					
	For Post Graduation Candidates					
10	Computer knowledge; (Only for Accounts Manager/DEO)					
11	Working Experience with mentioning years of experience:					
12	List of enclosures:					
				Signature of the Candidate		

Separate application should be submitted for each post.

Candidates should write the name of the Post applied for on the top of the Envelop and should send their applications only by **Registered Post/Courier/By hand** to the **Member Secretary & CMOH, Office of the District Health and Family Welfare Samitiy**, Old outdoor Campus, Suri- Birbhum, 731101 along with all necessary attested documents in support of Age, caste, Educational Qualifications, Computer proficiency with Speed Certificate, Experiences, Residential Certificate and one self addressed stamped envelop on or before **05.12.2010**.

Only short listed candidates will be called for interview.

The decision of the selection committee in all matters will be final.


 16.11.10
Member Secretary & CMOH
Birbhum
 Chief Medical Officer of Health
 BIRBHUM

Memo. No. DHFWS/advertisement/ 725/1 (23)

Dated: 18/11/2010

Copy forwarded for information and with the request to display in notice board:

1. CA to Sabhadhipati, Birbhum
2. CA to District Magistrate, Birbhum
3. CA to ADM, Development, Birbhum
4. OC HEALTH, Birbhum
5. Nodal Officer CHCMI Cell, BZP
- 6-8. The Sub Divisional Officer Suri/Bolpur/Rampurhat
- 9-11. The Superintendent Suri/Bolpur/Rampurhat SDH
- 12-14. The Post Master Suri/Bolpur/Rampurhat
- 15-17. The Employment Exchange Officer, Suri/Bolpur/Rampurhat
18. The DIO/NIC, DM Building, Birbhum with the request to publish in web site.
19. Mr. Sourav Ghosh, System Manager, IT section, Swasthya Bhavan, Kolkata- with the request to publish this advertisement in website.
20. The BMOH Murarai-I
21. The BDO Murarai-I Block
- 22-41. The All BMOH-through email- with the request to circulate this advertisement to BDO office/SDO Office or any other public place for wider publicity.
22. The Programme Coordinator, PMU
23. Notice board in this office

Sourav
16.11.10

**Member Secretary & CMOH
Birbhum**

Memo. No. DHFWS/advertisement/ 725/2 (1)

Dated: 18/11/2010

Copy forwarded for information and with the request to publish the news paper

1. The Chief Editor, Nayaprajanmo, Suri Birbhum

Sourav
16.11.10

**Member Secretary & CMOH
Birbhum**

**Chief Medical Officer of Health
BIRBHUM**