

DISTRICT HEALTH AND FAMILY WELFARE SOCIETY
O/O CIVIL SURGEON, A-BLOCK, 5TH FLOOR,
SECTOR -6, CIVIL HOSPITAL, PANCHKULA
HARYANA-134109
PH NO. 0172-2573907

ADVERTISEMENT

Applications are invited from eligible candidates to fill the following posts in District, Panchkula under the Addiction Treatment Facilities (ATF) Scheme. Posts are purely on contract basis for a fixed period initially upto 31.03.2025 (extendable, subject to further administrative approval and performance).

Application form completed in all respect along with photocopy of all essential qualification certificates and relevant documents (attested/self attested) must be submitted through Registered post/By hand to "District Health and Family Welfare Society, O/o, Civil Surgeon, A- Block, 5th Floor, Sector-06, Panchkula" **before the closing date i.e. 30.12.2024 by 04:00 P.m.** In case the closing date is declared as a holiday the next working day will be considered as the closing day. After that, no application forms/documents will be accepted and no separate correspondence in this regard will be entertained by this office. This office will not be responsible for any postal delay. Candidates are also advised to visit the web site of NHM Haryana i.e. www.nhmharyana.gov.in and website of Health Department, Haryana i.e. haryanahealth.gov.in regularly for any corrigendum / notice /updates / result etc. **Incomplete application forms shall be rejected. Candidates are also advised to read the instructions carefully before applying for the post.**

S. N	Name of Posts	No. of Post & Category	Essential Qualification	Remuneration (Per Month)	Age Limit
1	Doctor (Medical Officer)	Gen-1	MBBS from a recognized institution along with medical council registration/State council registration (preferable: MD or equivalent qualification in Psychiatry)	Rs.60,000/-	64 Year
2	Nurse	Gen-1	ANM (preferable: GNM/B.SC Nursing) ANM recognized from	Rs.20,000/-	18-42 Years

			the state/national nursing council body.		
3	Counselor	Gen-1	Graduate in Psychology/Social Work/Sociology (Preferable: Masters in above disciplines) Those who have undergone certificate training in counseling (recognized by Ministry of Social Justice Empowerment/Ministry of Health & Family Welfare) would be preferred.	Rs.20,000/-	18-42Years
4	Data Manager	Gen-1	Graduate (preferably with qualification/experience in computer applications). Those with certificate training/degree in computer would be preferred.	Rs.15,000/-	18-42Years

Important Instructions for candidates: -

1. NHM Selection criteria (Annexure-A) issued vide memo no NHM/Admin/HRC-1/2022-23/10885-905 dated 20.03.2023 shall be followed for recruitment of ATF Staff. It is clarified that no written test/Interview shall be conducted for the recruitment of above said posts under NHM at district level.
2. NHM Bye-laws will not be applicable to these contractual ATF posts
3. **The Salary of the contractual ATF Staff will be consolidated as of now as mentioned in Annexure-IV, Point no. 5- Annual Budget for implementing one ATF (the staff shall be eligible for receiving revised salaries as and when the salary norms undergo revisions by the Government upon discretion of the competent authority).**
4. Post of reserve category (if any) will be filled up as per Haryana Govt. Reservation Policy.
5. Private practice after duty time and on holidays is strictly prohibited.
6. A candidate must be in good mental and physical health and free from any physical defect, which is likely to interfere with the efficient performance of the duties required for the post. The appointment shall be subjected to their being declared medically fit as per medical fitness standards followed by the Health Department.
7. List of shortlisted candidates will be uploaded on the website of Health Department Haryana and NHM.

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8. Candidates already employed in any organization should submit N.O.C from the current employer before closing date.
9. The candidates are required to attach the attested/self attested legible copies of following certificates and relevant documents along with the Application form:-
 - I. Valid Document as a proof for Date of Birth (10 certificate/Birth certificate).
 - II. Essential qualification Certificates.
 - III. Mark sheet of each year/Semester.
 - IV. Additional Relevant Post Experience Certificate (if any) issued from (any State Govt./Semi Govt./UT/any Govt. Board/Corporation/NHM) specifying the working on full time basis with complete details like Letter no. and date of issue, Designation, Date of Joining and Date of Resignation, Work details and last Salary drawn etc. The period of experience rendered by a candidate on part time basis shall not be counted while calculating the valid experience.
 - V. Two latest passport size colored photographs.
 - VI. Candidate claiming reservation should submit the copy of latest reserve category certificate issued by the competent authority as per the latest Govt. instructions (if any).
 - VII. **Candidates applying for the post of M.O should be registered as Medical Practitioner with Medical Council of India or any other State Medical Council of Indian Union.**
- VIII. Self attested/attested copies of any of the three documents mentioned below as residential proof.
 - a) Passport
 - b) Voter ID Card
 - c) Ration Card with Address
 - d) Caste and Domicile Certificate with address and the photo issued by State Govt.
 - e) Family Identification Patra
 - f) Electricity Bill (not older than last three months)
10. **The candidates should:**
 - (I) **Mark page numbers on the top at right hand side corner of each page and mention the total number of pages in the Application Form.**
 - (II) **Sign all the pages of the Application Form, certificates and documents.**
11. Candidates applying for a post must ensure that they fulfill all the eligibility conditions as on the day of closing date. Ineligible candidates not need to apply.
12. List of provisionally shortlisted eligible candidates will be uploaded on web site i.e. nhmharyana.gov.in and haryanahealth.gov.in after scrutiny of applications. **Candidates are advised to visit the web sites regularly for any corrigendum/ notice/ updates/ result etc. As no separate call letter/communication in hard**

copy will be sent to the provisionally eligible candidates on their correspondence addresses. The application shall be subjected to subsequent scrutiny and can be rejected at any point of time if found incomplete/wrong/not fulfilling the eligibility criteria etc. No correspondence in this regard shall be entertained.

13. Selected candidate shall not have any claim for regularization of his/her services based on the duties performed under this contract.
14. (i) It is clarified that a person/candidate who has been terminated or discontinued from the services of NHM as per the provisions mentioned in NHM Service Bye Laws at clause no.21 (b) & (c), he/she will be treated as disqualified candidate for any fresh recruitment under NHM as per the provisions mentioned in NHM Service Bye Laws at Clause no.9 (2) "Disqualification": No person, who has been dismissed from the Mission under any State or at National level or from the service of the Government of India or any State Government or a local authority, a corporation or institute, shall be eligible for appointment to any post.
(ii) No court case/Police enquiry/FIR etc. should be pending against the applicant and he/she should not be convicted by any court.
"Selected Candidates shall submit the declaration regarding the same on legal stamp paper duly notarized".
15. Any instructions issued by Health Department, Haryana/National Health Mission Haryana from time to time will be followed.
16. No TA/DA shall be paid for recruitment process.
17. Number of posts can be increased or decreased.
18. Documents verification of shortlisted candidates will be done by this office. If any candidate is found with false documents at the time of appointment or later stage, his/her appointment/recruitment will be cancelled/terminated immediately without serving any notice and suitable action shall be taken against him/her as per rules/laws.
19. The candidature shall be provisional and will be subject to verification of eligibility conditions with reference to original documents. Screening and selection will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish accurate, full and correct information in the application form.

This office reserves the right to cancel the whole recruitment process at any time at any stage without assigning the reason to candidate.

m kumar
16/12/24

Civil Surgeon cum Chairman, Executive Committee

NATIONAL RURAL HEALTH MISSION, HARYANA

Application for the post of _____

Paste Passport Size
Photo Here

1. Name of the candidate : _____
2. Father's/Husband Name : _____
3. Sex : Male / Female
4. Date of Birth : _____
(DD/MM/YYYY)
5. Category to which belong : _____
6. Telephone / Mobile No. : _____
7. E-mail : _____
8. Permanent Address : _____

_____ PIN CODE _____
9. Correspondence Address : _____

_____ PIN CODE _____

10. Educational / Professional Qualifications :

Examination Passed	Board/ University	Year of Passing	Maximum Marks	Marks Obtained	%age of marks	Division	Subject
10th							
10+2 / Vocational / Intermediate							
Graduation							
Post Graduation							
Any other Course / Diploma etc							

11. Internship / Training (if any): Year(s) Month(s) Day(s)

Name of Institution / Organization	Designation	From	To	Total period

12. Total Experience: Year(s) Month(s) Day(s)

Name of Institution / Organization	Designation	From	To	Pay/Salary / Honorarium p.m.	Total period

13 Detail of document attached : _____

14. Declaration : I hereby declare that

1. All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or ineligibility being detected before or after the interview/selection/appointment, my candidature may be cancelled and action can be taken against me by the commission.
2. I have read the provisions in advertisement of the omission carefully and I hereby undertake to abide by them. I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.
3. I have never been convicted by criminal court.

Date : _____

Place : _____

Signatures of the Candidate