



Government of India

National Vector Borne Disease Control Programme,

Dte.G.H.S, Ministry of Health & Family Welfare,22-Shamnath Marg, Delhi-110 054.

Email: nvbdc-mohfw@nic.in

WALK-IN-INTERVIEW

Directorate of NVBDCP is in process for recruitment of eligible candidates for the following positions of Consultants and Support Staff on contractual basis for Externally Aided Projects [World Bank supported NVBDC project (Malaria & Kala-azar) and Global Fund supported Intensified Malaria Control Project IMCP-II] at Directorate, NVBDCP, Delhi. The posts are for a period of one year and further continuation shall depend on performance during the project period.

Sl. No.	Name of the post	Qualification & Experience
1	Consultant (Public Health)- One each for Malaria and Kala-azar	MBBS with Post Graduate degree/diploma in Preventive Social Medicine/Community Medicine/CHA/Public Health. And 3 years of experience in the area of specialization, of which preferably 1 year in public health programme
2	Consultant (Monitoring & Evaluation)	Post Graduate qualification in Preventive Social Medicine / Community Medicine / Public Health / Community Health Administration. 2 years of experience in the area of specialization of which at least 1 year should be preferably in public health programme. Should be conversant of running National Health Programmes and should have experience in Health Management Information system. Or MBBS with 15 years and above experience in National Health Programme may also apply.
3.	Consultant (Human Resource)	MBA / MHA with specialization in HR. Experience of 5 years in the field of HR management. Preference shall be given to the candidates having experience in the health sector.
4	Consultant (NGO/PPP)	Post Graduate degree in Anthropology/Sociology/Social Work/Mass Communication; preferably with Ph.D, with exposure to development work, advocacy and demonstrated understanding of PPP management, communication, research and 3 years experience in the field.



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5	Consultant (Social Development/ BCC)	Post Graduate qualification in Anthropology/Sociology/Social Work/Mass Communication; preferably with a Ph.D, with exposure to development work and advocacy and demonstrated understanding of behavior change communication and research And Five years relevant work experience out of which 3 years should be in networking and liaison-building activities with National and International Organizations
6	Consultant (Financial Management/Accounts, Budget)	CA/ ICWA/ MBA (Finance) or equivalent. Minimum 5 years of progressive experience in accounting, including analysis, financial reporting, budgeting, financial software and reporting systems. Prior experience as Asst Manager/Manager Finance shall be preferred. Experience of Grant Development and Management shall be an advantage.
7	Consultant (Procurement)	Degree in Material Management / Logistics / Accounting / Finance. 5 years of experience in procurement and knowledge of bi- lateral and multi-lateral procurement rules and guidelines. Specialization in procurement of consultancy and other services for World Bank (or other donors) funded project will be a distinct advantage.
8	Finance & Administrative Coordinator	CA Inter/ ICWA Inter /M.Com / MBA (finance) or equivalent and minimum 3 years of progressive experience in accounting, including analysis, financial reporting, budgeting, and financial software and reporting systems. Prior experience as Asst Manager/Manager Finance and Administration shall be preferred. Experience of Grant Development and Management shall be an advantage.
9	Section Coordinator	Graduate with experience working as Office Superintendent or Section Officer to work as Section Coordinator to assist the officers and Consultants in day to day implementation of project activities and should be expert in handling official correspondence independently with noting and drafting. Minimum 5 years experience in handling Projects in Govt sector shall be given preference.
10	Computer Programmer	BCA/Graduate with 1 year Diploma in Software Development. Should be expert in developing Software for Management Information System (MIS) & Web Designing. A minimum of 1 year experience is required in developing latest software & web-designing



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11.	Statistician	Post Graduate degree in Statistics from a recognized university. Person should have skill in operation of computer and various systems.
12	Accounts Assistant/ Accountant	Graduate in Commerce/ qualified SAS accountant or persons who have qualified cash & account training from Institute of Secretarial Training & Management (Min. of Personnel & PG)/ Diploma in Management with working experience in accounting, analysis, budgeting, financial software and reporting systems preferably two years.
13	Secretarial Assistant	Graduate with Working knowledge of computer. Shorthand speed @ 80 words per minute and typing speed @ 30 wpm.
14	Data Operator Entry	A Graduate from recognized university. Working knowledge of computers and data entry. Should be able to work with MS office used in statistical analysis.