



MISSION DIRECTOR NATIONAL HEALTH MISSION, J&K

Jammu Office: Regional Institute of Health & Family Welfare, Nagrota, Jammu.

Fax: 0191-2674114; Telephone: 2674244. Pin: 181221

Kashmir Office: J&K Housing Board Complex, Chanapora, Srinagar. Pin: 190015

Fax: 0194-2430359; Telephone: 2431167; e-mail: mdnhmjik@gmail.com

NHM Help Line for Jammu Division 18001800104; Kashmir Division 18001800102

ADVERTISEMENT NOTICE

Applications are invited from the eligible candidates for contractual hiring of services under National Health Mission, J&K for the post of Accounts Manager/ Accountant at District Hospital as per details given below:

S. No.	Post	No.	Eligibility	Selection Criteria	Location
1.	Accounts Manager/ Accountant at District Hospital, Udhampur (Remuneration Rs.16,000 per month)	01	B. Com from recognized University having Computer Proficiency in MS Office package and experience in working Accounting Software Tally. Experience: Minimum 2 Years of post-qualification work experience in relevant field. Age: upto 45 years.	(i) B.com - 80 Points (ii) Viva-voce - 20 points Note -item (i) on prorata basis	District Hospital, Udhampur

TERMS AND CONDITIONS:

1. Candidate should be permanent resident of J&K State.
2. Candidate should have excellent communication and presentation skills in English and local language, and must be conversant with computers especially in MS Office, Accounting Software Tally, etc.
3. Candidate should have familiarity with socio-cultural and socio-economic conditions of the State.
4. Candidate should be dedicated, hardworking and willing for extensive touring across the State.
5. Merit of candidates, who have obtained degrees from Foreign Universities having grading system, shall be calculated on the pattern of Jammu & Kashmir Public Service Commission.
6. Hiring will be purely on contractual basis. Initial contract for hiring shall be **upto 31st March 2018**, and further yearly extension will be subject to satisfactory performance of the candidate/ approval of the post by the Ministry of Health & Family Welfare, Govt. of India.
7. Applications as per prescribed format can be deposited in the office of **National Health Mission, State Health Society, Near Sainik School, Nagrota, Jammu - 181221**, in-person or through representative, latest by **14th January, 2018**.

8. Application form is available on the official website www.jknhm.com which is the only and authentic source of information with respect to National Health Mission, J&K. This office shall not be responsible for inconvenience caused to anybody due to misleading/false information made available by any other website(s) and purportedly claimed to be associated with NHM, J&K, in any manner whatsoever.
9. Candidates who have obtained degrees through Distance Education Mode from the Universities recognized by the UGC as mentioned in Govt. Order No. 252-HE of 2012 dated: 30-05-2012 issued by the Higher Education Deptt., Civil Secretariat, J&K after 2005 shall have to submit a certificate from the concerned university along with application form stating that the candidate had undergone the degree from their University head-quarters and not from the off-campus which have been established by these Universities beyond their territorial jurisdiction.
10. Number of vacancies is only indicative and may increase or decrease.
11. **List of documents, self-attested, to be attached with the application form:**
 - i. Date of Birth Certificate
 - ii. Permanent Residence Certificate
 - iii. Degree duly issued by the recognized University
 - iv. Marks sheet, duly issued by the concerned University, of all semesters/ years and one consolidated marks sheet indicating marks of all the semesters/ years of the required qualification for the post applied for.
 - v. Experience certificate, as per advertisement notice with date and sign of the issuing authority alongwith seal.
12. Applications not falling in the prescribed criteria or without aforesaid documents shall be rejected outrightly.
13. Any further information including list of short-listed candidates, date of interview, etc. shall be uploaded on the website www.jknhm.com. Candidates are advised to keep themselves updated through the website. No individual communication to the candidates shall be made in this regard.

Sd/-
Mission Director
NHM, J&K

No.: SHS/NHM/J&K/16247-5]

Dated: 26.12.2017

APPLICATION FORM
State Health Society
NATIONAL HEALTH MISSION, J&K

1. Post applied for: _____
2. Name of Candidate: _____
3. Parentage: _____
4. Date of Birth: _____
5. Address: _____
 District: _____, Block: _____
6. E-mail: _____
7. Contact No.: _____
8. Details of Educational Qualification:



Examination Passed	Examining Body/ Board/ University	Year of Passing	Marks Obtained	Total Marks	%age

9. Date of Completion of Qualifying Degree: _____
10. Post Qualification Experience :
 Duration _____ Year(s): _____ Month(s)

11. Documents enclosed:
 a) _____ b) _____
 c) _____ d) _____

12. I do hereby declare that:
 - a) The Statements in this application are true to the best of my knowledge and belief.
 - b) I have never been debarred from appearing in any examination/interview.
 - c) I have never been arrested/ prosecuted or involved in any criminal case registered by the police or convicted by the criminal court.
 - d) I have undergone the degree from recognised University head-quarters and not from the off-campus which have been established by these Universities beyond their territorial jurisdiction (In case of Distance Mode).
 - e) I undertake that any wilful concealment of the facts shall result in the cancellation of my candidature and the State Health Society may debar me from applying for future selection.

I shall accept the selection made by the selection committee, which will be binding on me.

Signature of Applicant