



OFFICE OF CIVIL SURGEON, NUH



Website: www.healthdepartmentmewat.org

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For any query Contact us at 9992348934, Secretarial Assistant

Memo No. CS/NHM/2024-25/1737

Dated:- 12.12.2024

VACANCIES IN NHM MEWAT (NUH)

District Health & Family Welfare Society, Mewat (Nuh) invites applications from the eligible candidates for filling up of following posts in District Nuh under Addiction Treatment Facilities for financial year 2024-25, purely on contract basis, initially up to 31/03/2025, with details as mentioned below:-

S.No	Name of the Post	Essential Qualification	No. of posts	Remuneration
1	Doctor (Medical Officer)	Essential:- MBBS from a recognized institution along with medical council registration (Preferable: MD or equivalent qualification in Psychiatry) Age Limit:- 18 to 42 Years	1 post (UR)	Fixed Salary @ Rs. 60,000/-
2	Nurse	Essential: ANM (Preferable: GNM/BSc Nursing) Age Limit:- 18 to 42 Years	1 post (UR)	Fixed Salary @ Rs. 20,000/-
3	Counsellor	ESSENTIAL Graduate in Psychology/Social Work/Sociology (Preferable: Masters in above disciplines) Age Limit:- Up to 42 Years	1 post (UR)	Fixed Salary @ Rs. 20,000/-
4	Data Manager	Graduate (Preferably with qualification/experience in computer applications)	1 post (UR)	Fixed Salary @ Rs. 15,000/-

Important Instructions: -

- No NHM Service Bye Laws will be applicable on the aforesaid posts. (Service Bye Laws are subjective to decision by Finance Department, Haryana/Higher Authority).
- Application form may be downloaded from Health Department Mewat (Nuh) website www.healthdepartmentmewat.org.
- Applications along with self-attested copies of certificates/testimonials with Non-refundable application fee of Rs. 300/- should be submitted by way of cash receipt only in the Civil Surgeon Office in all working days w.e.f 16.12.2024 to 23.12.2024 from 09:00 am to 04:00 pm.
- Last date for form submission is 23.12.2024 till 04:00 pm in the O/o Civil Surgeon, Nuh at Mandikhera.
- One application will be considered for one post only. Application form without prescribed fee will be considered rejected, no separate information will be given to candidate.
- Preference will be given to the applicants residing in District Nuh. Any of the three documents out of the following to be produced for Local area weightage:-

(1) Passport (2) Votor ID Card (3) Ration Card with Address (4) Cast and Domicile Certificate with address and the photo issued by State Govt. (5) Parivar Pehchan Patra (6) Electricity Bill (not older than last three months)

- Relevant Post Qualification experience (any State Govt./Semi Govt./UT/any Govt. Board/Corporation/NHM) will be considered. Experience certificate should be supported with salary slip (if salary is not mentioned in Experience Certificate).
- The applicants must have to produce all original testimonials before the document scrutiny committee.
- No TA/DA will be paid to appear for Test/interview if applicable.
- Number of Posts can be increased, decreased and abolished by the District Health & Family Welfare Society, Mewat. District authorities have right to amene any clerical mistake found at any stage of recruitment process. No claim will be entertained in this regard.
- Place of posting strictly will be allotted as per merit list.
- Selection criteria received from State Head Quarter, Haryana Panchkula vide office Memo No. NHM/Admin/HRC-1/2022-23/10885-960 dated 20.03.2023 will be strictly followed.
- Further renewal of contract will be based on the satisfactory performance subjected to sanction received from State Head Quarter-NHM, Haryana, Panchkula.
- These posts are non-transferable in nature. Any additional work under NHM can be assigned by appointing authorities.
- Reservation policy decided by Govt. of Haryana will be applicable for the above advertised posts.
- While due care has been taken in drafting the advertisement but possibility of inadvertent/technical error cannot be ruled out, DH&FWS reserves the right to rectify the same at any stage of recruitment process.
- **Post for which the candidate is applying should be mentioned clearly.**
- No court case/police inquiry/FIR should be pending against the applicant and he/she should not be convicted by any court and **should not be terminated from any Govt./Contractual posts. Selected candidates will have to produce affidavit in this regard at the time of appointment.**
- The applicants, who have obtained degrees or Diplomas or Certificates for the various courses from any institution declared fake by the University Grants Commission, shall not be eligible for being considered for recruitment to the posts advertised. It is the sole responsibility of the candidate to produce the proof of approval/authenticity of the university or degree/diploma, whenever required.
- If the applicants don't fulfil the eligibility for the applied post or any information provided by the applicants found false/fabricated or misleading at any stage of recruitment as well as after the recruitment, the candidature of such the applicant will be rejected or contract of such selected applicant will be terminated immediately without giving any further notice and legal action may be initiated against him/her.
- The contract of an employee shall be terminated by the Appointing Authority in case of insubordination, misconduct or unsatisfactory or poor performance at any time during the service.
- It is the sole responsibility of the applicants to visit the website www.healthdepartmentmewat.org regularly for all the information related to recruitment process. No individual correspondence will be made by the District Authorities.
- Unfilled, Half Filled or wrongly filled application forms will be out rightly rejected.
- Result will be uploaded on the Health Department Mewat website www.healthdepartmentmewat.org.

-Sd/-

**Civil Surgeon cum Member Secretary,
Executive Committee,
District Health & Family Welfare Society Mewat
at Mandikhera.**