

# District Health & Family Welfare Society (DH&FWS) Gurugram

## APPLICATION FORM

### IMPORTANT INSTRUCTIONS

Please read instructions given in advertisement carefully before filling in each column.

Use only Black / Blue ball pen to write or tick the box.

Please tick 'Yes' as  and 'Not' as

Paste your latest photograph

Name of the post

1. Candidate's Name (in Capital Letters in English)

2. Father's Name

3. Husband's Name (wherever applicable)

\*Email Address:-

Date of Birth:

|   |   |   |
|---|---|---|
| Date  | Month   | Year  |
| <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 30px; height: 20px;" type="text"/> <input style="width: 30px; height: 20px;" type="text"/> | <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> |

Sex:

|      |   |        |   |
|------|---|--------|---|
| Male | <input style="width: 60px; height: 25px;" type="text"/> | Female | <input style="width: 60px; height: 25px;" type="text"/> |
|------|---|--------|---|

Category:

|   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|
| Gen   | SBC   | SC  | BC-A  | BC-B  | ESM   | EGB   | FF  |
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For Office use only

DH&FWS, Gurgugram  
(Form Valid with Auth. Signatory Only)

4. Write Name and complete mailing address, in block letters:-

**Name:**  
**Address:**

**Pin Code**

Phone No.

Mobile

5. Educational Qualifications:-

| Educational Qualification | Year of Passing | Marks Obtained | Total Marks | % age | Division | Name of Board/ University | Subjects |
|---------------------------|-----------------|----------------|-------------|-------|----------|---------------------------|----------|
| 10 <sup>th</sup>          |                 |                |             |       |          |                           |          |
| 10+2                      |                 |                |             |       |          |                           |          |
|                           |                 |                |             |       |          |                           |          |
|                           |                 |                |             |       |          |                           |          |

DATE: \_\_\_\_\_

**SIGNATURE OF THE CANDIDATE**  
(unsigned & incomplete application will be rejected)

**सार्वजनिक नियुक्ति**

जिला स्वास्थ्य एवं परिवार कल्याण समिति, गुरुग्राम

जिला स्वास्थ्य एवं परिवार कल्याण समिति, गुरुग्राम के अन्तर्गत एन०एच०एम० स्कीम में निम्न रिक्त पद अनुबन्ध आधार पर दिनांक 31.03.2025 तक भरे जाने हैं ।

| Post Code | Name of Post                                  | Name of Scheme          | Consolidate Honorarium per month (Rs.)  | No. of Post                               | Last Date of Submission Application  |
|-----------|---|-------------------------|---|---|--|
| 1         | Medical Officer                               | MMU/NUHM/UPH Cs/CH/SNCU | 65000/-<br>(The consolidated remuneration will be provided as per the approval in RoP.) | 3   | <b>25-10-2024 up to 04:00 pm (Late received Application form will not be entertained due to any reason.)</b> |
| 2         | Gynaecologist (MH-FRU (3), DHS-1)             | MH (FRUs)/DHS           | MBBS with Diploma (Rs. 1,00,000/-pm)<br>MBBS with MD/MS/DNB (Rs. 1,50,000/-pm)          | 4   |  |
| 3         | Anaesthetist (MH-FRU (5), HDU-2)              | MH (FRUs)/HDU           | MBBS with Diploma (Rs. 1,00,000/-pm)<br>MBBS with MD/MS/DNB (Rs. 1,50,000/-pm)          | 7   |  |
| 4         | Paediatrician (MH-FRUS (4), DHS-1, CH/SNCU-1) | MH (FRUs)/DHS/CH/SNCU   | MBBS with Diploma (Rs. 1,00,000/-pm)<br>MBBS with MD/MS/DNB (Rs. 1,50,000/-pm)          | 6   |  |
| 5         | Intensivist                                   |                         | 1,50,000/-  | 1   |  |
| 6         | Psychologist                                  | DEIC                    | 16090/-<br>(as per NHM Bye Laws entry level pay)  | 1 (Gen)                                   |  |
| 7         | District Quality Manager                      | Quality Assurance       | 16090/-<br>(as per NHM Bye Laws entry level pay)  | 1 (ESM-SC)                                |  |
| 8         | District Consultant (Public Health)           | Quality Assurance       | 16290/-<br>(as per NHM Bye Laws entry level pay)  | 1 (BC-A)                                  |  |
| 9         | Ayurveda Medical Officer                      | AYUSH                   | 18750/-<br>(as per NHM Bye Laws entry level pay)  | 1 (Gen)                                   |  |
| 10        | ANM   | NUHM/UPHCs              | 9840/-<br>(as per NHM Bye Laws entry level pay)   | 3 (ESM)                                   |  |
| 11        | Staff Nurse                                   | MH/MUHM/UPHCs           | 13500/-<br>(as per NHM Bye Laws entry level pay)  | 8 (BCA-01, BCB-01, SC-02, Gen-03, EWS-01) |  |
| 12        | Gender Health Support Counselor               | HSRHC                   | 7580/-<br>(as per NHM Bye Laws entry level pay)   | 1 (Gen)                                   |  |
| 13        | TBHV  | RNTCP                   | 9840/-<br>(as per NHM Bye Laws entry level pay)   | 2 (1-Gen, 1-BC-B)                         |  |
| 14        | Pharmacist                                    | ART                     | 21000/-<br>(Fixed Honorarium)   | 1 (Gen)                                   |  |
| 15        | Data Manager                                  | ART                     | 21000/-<br>(Fixed Honorarium)   | 1 (Gen)                                   |  |
| 16        | Care Co-ordinator                             | ART                     | 21000/-<br>(Fixed Honorarium)   | 1 (Gen)                                   |  |

विस्तृत जानकारी एवं TOR स्वास्थ्य विभाग गुरुग्राम की वेबसाईट [www.healthdepartmentgurgaon.org](http://www.healthdepartmentgurgaon.org) पर देखें ।

**नोट:-** उपरोक्त दर्शाए गए Medical Officer/Specialist के पदों पर किसी भी चिकित्सा अधिकारी द्वारा नौकरी छोड़ने उपरांत रिक्त पदों को उपलब्ध waiting list से नियुक्त कर लिए जाएंगे फिर भी अगर Medical Officer/Specialist का कोई भी पद रिक्त होने पर वेबसाईट पर सूचना डालते हुए आने वाले प्रत्येक बुधवार को साक्षात्कार लिए जाएंगे। यह विज्ञापन अगले 6 महीने तक मान्य रहेगा।

**नोट:-** Pharmacist ART, Data Manager ART, Care Co-ordinator ART के पदों पर जिन उम्मीदवारों ने जुलाई 2024 की भर्ती में आवेदन किया हुआ है उनको दोबारा आवेदन करने की आवश्यकता नहीं है।

-/sd/-

जिला स्वास्थ्य एवं परिवार कल्याण समिति  
गुरुग्राम।

# District Health & Family Welfare Society, Gurugram

**Advt. No./Civil Surgeon/GURUGRAM/NHM/2024**

**Date:- 15-10-2024**

Eligible candidates may appear in the office of Civil Surgeon, Gurugram for the below mentioned posts under National Health Mission. Posts are purely on contract basis for the period up to 31-03-2025 and likely to be extendable further on performance basis and administrative approval. Application form will be submitted till 25-10-2024 up to 04:00 pm at DPMU O/o Civil Surgeon, Sector-39 Gurugram.

| Post Code | Name of Post  | Qualification Eligibility   | No. of Post | Age Limit        | Entry Level Pay (As per NHM Bye Laws 2018 or as per RoP 2024-25)                        | Last date of submission Application  |
|-----------|---|---|-------------|------------------|---|--|
| 1         | Medical Officer (MMU)<br>Place of Posting: MMU-01, SDH Sohna-01, UPHC Chanderlok-01 | ESSENTIAL<br>(i) M.B.B.S. from a recognized institute, registered with Haryana Medical Council.<br>DESIRABLE:<br>(ii) Knowledge of Hindi up to Matric Standard.   | 3           | 18 to 65 years   | 65000/-<br>(The consolidated remuneration will be provided as per the approval in RoP.) |  |
| 2         | Gynaecologist<br>SDH Sohna-02, SDCH Pataudi-01, DHS-01                              | ESSENTIAL<br>(i) MD/MS/DNB in Obstetrics and Gynaecology /DGO, Recognized by Medical Council of India<br>(ii) Hindi/Sanskrit up to Matric.  | 4           | 18 to 65 years   | MBBS with Diploma (Rs. 1,00,000/-pm)<br>MBBS with MD/MS/DNB (Rs. 1,50,000/-pm)          |  |
| 3         | Anaesthetist<br>SDH Sohna-02, SDCH Pataudi-03, HDU-DCH GGM-02                       | ESSENTIAL<br>(i) MBBS or equivalent degree from an institution recognized by the Medical Council of India<br>(ii) PG Degree/Diploma in Anaesthesia.<br>(iii) Hindi/Sanskrit up to Matric.   | 7           | 18 to 65 years   | MBBS with Diploma (Rs. 1,00,000/-pm)<br>MBBS with MD/MS/DNB (Rs. 1,50,000/-pm)          |  |
| 4         | Paediatrician<br>SDH Sohna-04, SDCH Pataudi-01, DHS-01                              | ESSENTIAL<br>(i) MBBS or equivalent degree from an institution recognized by the Medical Council of India<br>(ii) PG Degree/Diploma in Paediatrics.<br>(iii) Hindi/Sanskrit up to Matric  | 6           | 18 to 65 years   | MBBS with Diploma (Rs. 1,00,000/-pm)<br>MBBS with MD/MS/DNB (Rs. 1,50,000/-pm)          |  |
| 5         | Intensivist<br>DCH-01   | Essential:<br>MBBS and Post Graduate degree in Anaesthesia/Medicine/Pulmonary medicine with 2 years' experience in critical care medicine in a recognized critical care unit.<br>Desirable:<br>(i) <b>DM/FNB</b> - (Fellow of National Board)- Critical Care medicine of NBE<br>(ii) <b>PDCC</b> - (Post Doctoral Certificate Course in Critical Care) with 1 year experience in critical care in a recognized critical care unit<br>(iii) <b>IFCCM</b> -(Indian) fellowship in Critical Care Medicine of IFCCM<br>(iv) <b>IDCCM</b> - (Indian Diploma in Critical Care Medicine) of IDCCM with 1 year experience in critical care in a recognized critical care unit | 1           | 65 years or less | Rs. 1,50,000/- per month  | <b>25-10-2024<br/>up to 04:00<br/>pm<br/>(Late received<br/>Application<br/>form will not<br/>be<br/>entertained<br/>due to any<br/>reason.)</b> |

|   |  |   |           |                |   |
|---|--|---|-----------|----------------|---|
| 6 | Psychologist (DEIC)<br><b>Place of Posting:- DEIC, CH Sector-10 Gurugram</b>         | i) M. Phil Clinical Psychology/ M. Phil Rehabilitation Psychology and registered with RCI<br>(ii) Minimum 1 year post qualification experience<br>(iii) Hindi /Sanskrit up to Matric.   | 1(Gen)    | 18 to 42 years | 16090/-<br>(Entry Level Pay (As per NHM Bye Laws 2018)) |
| 7 | District Quality Manager (HSHRC)<br><b>Place of Posting- District HQ Gurugram</b>    | <b>Essential qualification :</b><br>(i) MBBS/Dental/AYUSH/Nursing/ Life Science graduate with Masters in Hospital administration/ Health Management with one year experience in Public Health/Hospital Administration.<br>(ii) Candidates with experience in Healthcare Quality/formal quality of a quality system would be preferred. Computer proficiency with high level of familiarity with Database Management Programme and commonly used packages like MS word, excel, PowerPoint.<br>(iii) Hindi /Sanskrit up to Matric.<br><b>Desirable:</b><br>(i) Fluency in English, computer literacy, knowledge of government legislations and policies is essential.<br>(ii) Persons having previous experience of working under NHM would have an added advantage.<br>(iii) Having good communication & presentation skills and analytical abilities. Should have excellent oral and written communication skills in English.<br>(iv) Ability to design, conduct and publish reports. | 1(ESM-SC) | 18 to 42 years | 16090/-<br>(Entry Level Pay (As per NHM Bye Laws 2018)) |
| 8 | District Consultant (Public Health)<br><b>Place of Posting- District HQ Gurugram</b> | <b>Essential qualification:</b><br>(i) MBBS/Dental/AYUSH/Nursing graduate with degree/diploma in Health Management (Full time) with at least 2 years relevant work experience.<br>(ii) Computer proficiency with high level of familiarity with Database Management Programme and commonly used packages like MS word, excel, PowerPoint.<br>(iii) Hindi /Sanskrit up to Matric.<br><b>Desirable:</b><br>(i) Training in Health quality like NQAS/NABH/ISO 9001:2000/Six Sigma/ Lean/Kaizen by a reputed organization will be preferable.<br>(ii) Persons having previous experience of working under NHM would have an added advantage.<br>(iii) Having good communication & presentation skills and analytical abilities. Should have excellent oral and written communication skills in English.<br>(iv) Ability to design, conduct and publish reports.   | 1(BC-A)   | 18 to 42 years | 16290/-<br>(Entry Level Pay (As per NHM Bye Laws 2018)) |
| 9 | Ayurveda Medical Officer (AYUSH) CHC Bhorakalan                                      | (i) A Degree in Ayurveda System of Medicines from any University/ Institution recognized by the Government and Registered with the Board of Ayurveda and Unani System of Medicine Haryana OR<br>A Degree or Diploma of not less than 4  | 1 (Gen)   | 18 to 42 years | 18750/-<br>(Entry Level Pay (As per NHM Bye Laws 2018)) |

|    |   |   |   |                |  |
|----|---|---|---|----------------|--|
|    |   | years duration in Homeopathy from the Institution mentioned in the second and third Schedule of Homoeopathy Central Council Act 1973. Registered with State/Central Council of Homoeopathy System of Medicine, Haryana, Panchkula.<br>OR<br>A Degree in Unani Tibbia from any University/Institution recognized by the Government and Registered with the Board of Ayurveda and Unani System of Medicine Haryana.<br>(ii) Hindi/Sanskrit upto Matric.   |   |                |  |
| 10 | ANM (MH/NUHM/UP HCs)<br><b>Place of Posting- UPHCs</b>                                  | Essential:<br>(i) ANM course from recognized institution by Government<br>(ii) Registered with Haryana Nurses Registration Council.<br>(iii) Hindi /Sanskrit up to Matric.  | 3(ESM)                                  | 18 to 42 years | 9840/-<br>(Entry Level Pay (As per NHM Bye Laws 2018)  |
| 11 | Staff Nurse (MH/NUHM/UP HCs/CH)<br>DCH- 04, SDH Sohna-04                                | Essential:<br>(i) B. Sc. Nursing /GNM course from recognized institution by Government<br>(ii) Registered with Haryana Nurses Registration Council.<br>(iii) Hindi /Sanskrit up to Matric   | 8(BCA-1, BCB-01, SC-02, Gen-03, EWS-01) | 18 to 42 years | 13500/-<br>(Entry Level Pay (As per NHM Bye Laws 2018) |
| 12 | Gender Health Support Centre Counselor (HSHRC)<br><b>Place of Posting- DCH Gurugram</b> | <b>Essential qualification and experience:</b><br>(i) Graduate in Social Science or Rural Development or in related disciplines.<br>(ii) Minimum two years of relevant experience of working with Government / NGOs particularly on gender issues or in health sector.<br>(iii) Hindi /Sanskrit up to Matric.<br><b>Desirable:</b><br>(i) Post Graduate in Social Science or Rural Development or related discipline.<br>(ii) Proven analytical, documentation and report writing skills.<br>(iii) Good skills in training, interpersonal and family counseling.<br>(iv) Computer proficiency especially in internet and other software (MS word, MS Excel and PowerPoint).<br>(v) Good communication skills in English and Hindi with ability to communicate Fluently in both languages. | 1(Gen)                                  | 18 to 42 years | 7580/-<br>(Entry Level Pay (As per NHM Bye Laws 2018)  |
| 13 | TBHV (RNTCP) District T.B. Centre   | (i) Graduate OR Intermediate (10 + 2) and experience of working as MPW/ LHV/ ANM/ Health worker/ Certificate or higher course in Health Education/ Counselling OR Tuberculosis health visitor's recognized course, (ii) Certificate course in computer operations (minimum two months) (iii) Hindi/Sanskrit up to Matric.   | 2 (BC-B-01, SC-01)                      | 18 to 42 years | 9840/-<br>(Entry Level Pay (As per NHM Bye Laws 2018)  |
| 14 | Pharmacist (ART) (Re-Advertised)  | Essential:<br>(i) Bachelors Degree in Pharmacy from a recognized institute Bachelors Degree in Pharmacy from a recognized institute OR<br>Diploma in Pharmacy<br>(ii) The candidate should be registered in state pharmacy council.<br><b>Desirable:</b><br>Community candidates from HIV infected and affected as well as key  | 1(Gen)                                  | 18 to 42 years | 21000/-<br>(fixed honorarium)                          |

|    |  |   |        |                |                               |
|----|--|---|--------|----------------|-------------------------------|
|    |  | communities.<br><b>Essential Experience:</b><br>(i) 3 years of experience for Diploma holders.<br>(ii) Good working knowledge of MS office.   |        |                |                               |
| 15 | Data Manager (ART) (Re-Advertised)               | Essential:<br>(i) Graduate in any discipline with Diploma/Certificate in Computer Applications (from a recognized institute or university)<br><b>Essential Experience:</b><br>Working experience in data management and working knowledge of health related softwares.<br><b>Desirable:</b><br>Graduate or Masters in Statistics/Mathematics will be preferred.<br>Work experience in HIV/AIDS programme in field settings. | 1(Gen) | 18 to 42 years | 21000/-<br>(fixed honorarium) |
| 16 | Community Care Coordinator (ART) (Re-Advertised) | Essential:<br>(i) P:HIV, with 10+2 pass<br><b>Essential Experience:</b><br>Working knowledge of English and local language.<br><b>Desirable:</b><br>Working knowledge of computer, usage of internet and electronic mail.   | 1(Gen) | 18 to 42 years | 18000/-<br>(fixed honorarium) |

### Important Instructions:

- The applicants can download the prescribed Application Performa available on website: [www.healthdepartmentgurgaon.org](http://www.healthdepartmentgurgaon.org) & see the instructions.
  - Candidates are advised to regularly visit for further updates at the official website [www.healthdepartmentgurgaon.org](http://www.healthdepartmentgurgaon.org)
  - If a candidate applies for more than one post, he/she shall have to apply on separate application form along with receipt and all relevant documents.
  - Filled applications complete in all respects along with photocopies of all relevant certificates (proof of residence and Caste/Category Certificate issued by appropriate authorities is must) should submit in the office of DH&FW Society (O/o Civil Surgeon near Community Centre Sector-39, Gurugram) up to 25-10-2024 on or before 04:00 pm.
  - Application Form received after due date will not be entertained due to any reason.
  - Preference will be given to local, well settled candidates of District.
  - Candidates should bring their proof of residence should also attach photocopy with the application.
    1. Passport
    2. Election Card 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)
- NOTE: Any of the above three documents (Sr. 1 to 6) be produced at the time of recruitment.**  
**Note: No written test or Interview will be conducted for post code 1 to 13. Merit List will be prepared as per new NHM recruitment guideline.**

- Candidates who have applied for the posts of Pharmacist ART, Data Manager ART, Care Coordinator ART in July 2024 recruitment are not required to apply again.

- The qualification of candidates should be prior to the last date of filling the application.
- Work experience should be post qualification.
- The candidate will be employed on the condition that he/she will maintain HQ and his/her job will be non-transferable.
- Number of posts/salary can be increased/decreased or can be completely withdrawn without any prior information or corrigendum as per the state guidelines.
- Original documents in support of academic qualifications and work experience shall be required to be produced at the time of Document Verification. Preference will be given to the candidate residing in local area and proof of residence is must.
- Any additional work/placement under NHM can be assigned by appointing authority.
- Reservation of posts will be as per Govt. rules. The candidate seeking selection under Ex-servicemen category will have to deposit eligibility certificate from respective Zila Sainik Board to become eligible, issued/renewed before the last date of this advertisement.
- All posts are non-transferable but Candidate can be posted anywhere in the District Gurugram in case of exigencies.
- The candidature of the candidate will be purely provisional for all the posts and will be subject to test/computer/interview/joining duty, it is found that candidate does not full fill any of the eligibility criteria or information furnished by the candidate is incorrect or false, his/her appointment on contract is liable to be terminated immediately.
- In case of unsatisfactory performance and conduct the services will be terminated.
- All disputes are subject to Gurugram jurisdiction.
- Dispute if shall be decided by the sole arbitrator of the DH&FWS Gurugram & Gurugram Courts and their decision shall be final.

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**District Health & Family Welfare Society Gurugram**