

West Bengal State Health & Family Welfare Samiti

Swasthya Bhawan, Wing-'B', 3rd Floor
GN-29, Sector-V, Bidhannagar
Kolkata – 700091

Recruitment Notice No. SHFW/2018/168

Date: 20/09/2018

West Bengal State Health & Family Welfare Samiti will engage **State Consultant** purely on contractual basis in **National Tobacco Control Programme (NTCP)** under **National Health Mission**, Department of Health and Family Welfare, Government of West Bengal and to be posted at State Headquarter.

Eligible candidates should apply online in the prescribed format as given in Department's Website from 11 am of 26th September, 2018 to Midnight of 31st October, 2018, for the mentioned position.

Only online applications will be accepted. Application forms not properly filled in or incomplete Application forms are liable to be cancelled. Application fees of ₹100/ have to be deposited through on-line/off-line mode. The amount is non-refundable (Details of on-line/off-line mode, payment details and important dates are given in General Information point no. 8 &9) All the essential criteria must be completed on or before the first date of online application.

Details of the Position:

- Name of the Position : **State Consultant – National Tobacco Control Programme**
- Number of Vacancy : 1 (Unreserved)
- Remuneration : **Rs. 40,000 per month.**
- Place of Posting : State Head Quarter.
- Age (as on 1.1.2018) : 40 years
- Essential Qualification** : Post Graduate Degree/Diploma in **Public Health / Management** from a recognised institution/university.
(Correspondence course/open university course will not be accepted)
- Desirable** : Knowledge about international / national tobacco control policies and health programmes.
- Essential Experience** : At least three years of working experience in Government/Private Health Sector at National/State/District level
- MODE OF SELECTION** : As mentioned below

Scale of Scoring – Total 100 Marks

| Particulars | Maximum Marks | Remarks |
|-----------------|-----------------|---|
| Graduation | 15 | Proportionate Marking (i.e % of marks obtained in Graduation. * 15/100) |
| Post Graduation | Degree - 30 | Proportionate Marking (i.e % of marks obtained in PG Degree * 30/100) |
| | Diploma - 15 | Proportionate Marking (i.e % of marks obtained in PG Diploma. * 15/100) |

| | | |
|---------------------|------------|--|
| Desirable Knowledge | 10 | Additional marks (Knowledge of International / National Tobacco Control Policies / Pogrammes will be acceptable only on submission of documentary evidence) |
| Written Examination | 15 | |
| Computer test | 15 | |
| Interview | 15 | |
| TOTAL | 100 | |

Applicants are requested to visit www.wbhealth.gov.in at the URL "On-line Recruitment" for on-line applications and URL "Recruitment" for information/instruction issued from time to time.

General Information for the Applicants/Candidates

1. Only online Applications will be accepted. **Application forms not properly filled in or incomplete Application forms are liable to be cancelled.** If the online application details submitted by the applicant differ with the original testimonials, that application shall be liable to be cancelled.
2. If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
3. The Essential Qualifications mentioned are the minimum and mere possession of the same does not entitle the candidate to claim selection. **All the essential qualification must be completed within the first date of online application.**
4. Experience will be calculated after obtaining the required essential qualification for the above mentioned position, till the first date of online application. Experience will only be granted if he/she was working or still working in similar position.
5. **Hard copy/print copy of the online registration/ application form (printed within the last date of on-line application), should be retained by all applicants for document verification purpose. Without registration/application form, no candidates will be entertained for original testimonials verification by the authority. No need to send Hard copy/print copy of the online registration/application form by post.**
6. On-line registration No. should be retained by all applicants for future reference. Employer is not liable to give any information regarding the on-line registration no. in future.
7. No **rounding off** of marks will be granted. Proportionate marking upto 2 decimal points will be considered.
8. i) Last date of Registration : Midnight of 5th October, 2018
ii) Last date of Submission of application Fees : 9th October, 2018 (upto banking hours for off-line payment mode)
iii) Last date of full Submission of form : Midnight of 31st October, 2018
9. The online deposition of application fees can be done through net banking or credit/debit card system through an online interface. If the payment is successful, the candidate will be immediately reverted back to the link for final submission of the application form by using the application id already received at the time of Registration.
If the candidate wants to submit the requisite fee through offline mode he/she can do so with system generated e-challan. The fee can be deposited in any branch of United Bank of India (UBI) with the print out of the system generated e-challan after duly filling up the three parts of the challan. Out of the three parts of the challan, bank will keep one part and hand over the other two parts to the candidate. Candidates must preserve both



copies with him/her for future reference.

The candidates can complete the procedure of final submission of application form within 2 subsequent working days from the date of deposition of the offline fees by using the application id already received at the time of Registration along with the transaction id obtained from the bank.

Please do not deposit fee in more than one mode or more than once in one mode.

10. Registration Certificate must be obtained from respective Council before the first date of on-line application, wherever applicable.
11. The candidate, if found ineligible after verification process, will not be called for the subsequent stages of the selection process.
12. The decision of the competent authorities regarding the recruitment is final.


Executive Director
West Bengal State Health
& Family Welfare Samiti
