



Government of West Bengal  
Office of the Chief Medical Officer of Health Alipurduar  
& District Health & Family Welfare Samiti, Alipurduar

Registration No: S/M/2347 of 2015-16

Matrisadan Building, 1<sup>st</sup> Floor, New Alipurduar, Ward No-XVI, Dist-Alipurduar, Pin: 736121

Tele: 03564-257200, email: [cmohapd@gmail.com](mailto:cmohapd@gmail.com)

Memo.CMOH/APD/No. 22

Date: 04.01.2022

**RECRUITMENT NOTICE**

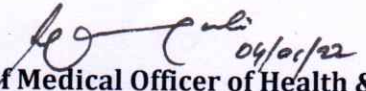
Application are invited for engagement on contractual basis of 02 (two) Co-ordinator for Alipurduar District Hospital and Integrated AYUSH Hospital, Tapsikhata under CMOH, Alipurduar. The remuneration (consolidated)/ToR will be applicable as per the order of the Mission Director, NHM & Secretary, H & FW Department, Govt. of West Bengal vide memo no HFW-35099/188/2021/3244, Dated 28.10.2021.

Designation	Vacant Posts	Essential Criteria	Essential Experience	Remuneration	Age limit
Co-ordinator	01 (One) each for Alipurduar District Hospital and Integrated AYUSH Hospital, Tapsikhata (HUB and SPOKE)	<b>1 )</b> Post Graduation Diploma/ Degree in Health Care Management / Hospital Administration <b>2)</b> Proficiency in using MS-Office	At least 2 years experience of working with Government / Non-Government organization.	Rs. 45000/- per month	Minimum 21 years to Maximum 40 years as on 01/01/2022 <b>(Age Relaxation as per Govt. norms)</b>

**General Instructions:**

- 1) Essential qualification degree through Distant Learning Course or from any Open University will not be entertained.**
- 2) The engagement contract period will be up to 31-Mar-2022 only.
- 3) **Mode of Selection:**  
a) Screening of documents, b) Computer Test, c) Interview  
**Note-** Final selection will be made on the basis of total marks obtained in academic qualification (weighted) experience, computer test and interview (as per ToR).
- 4) **Candidate should obtain 50% marks in computer test to be considered for interview.**
- 5) All the above-mentioned qualification should be completed before the date of advertisement for the post.
- 6) Applicants are requested to visit [www.wbhealth.gov.in](http://www.wbhealth.gov.in) at the URL "Recruitment" regularly for instruction / information issued from time to time.

**The applicant must submit attested/self attested copies** of all relevant supportive documents in the specified format along with **Non-Refundable Demand Draft of Rs. 100/- (Rs. 50/- for reserve category candidates)** in favour of **CHIEF MEDICAL OFFICER OF HEALTH, ALIPURDUAR** are to reach the office of the Chief Medical Officer of Health & Chairman, District Selection Committee, Matrisadan (1<sup>st</sup> floor), Ward No. XVI, New Alipurduar, Alipurduar, Pin code: 736121 **by 14.01.2022 (4 PM) only by registered post/speed post/courier.** The department will not be responsible for any postal delay.

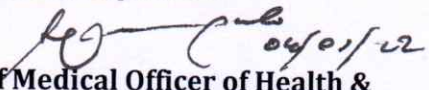
  
04/01/22  
Chief Medical Officer of Health &  
Chairman, Selection Committee  
Alipurduar

Date: 04.01.2022

Memo.CMOH/APD/No. 22/1(4)

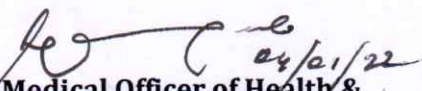
Copy for information with a request to display in the office notice board along with the TOR:

1. The District Magistrate, Alipurduar
2. The ADM (Health), Alipurduar
3. The SDO, Alipurduar
4. The Superintendent, District Hospital, Alipurduar / AYUSH Hospital, Tapsikhata, Alipurduar

  
04/01/22  
Chief Medical Officer of Health &  
Chairman, Selection Committee  
Alipurduar

Copy for information to:

1. The Director of Health Services & e.o. Secretary, Govt of West Bengal
2. The Mission Director, NHM & Commissioner (FW) & Secretary of the Govt of WB
3. The Additional Mission Director, NHM, Govt of WB, Kolkata
4. The Deputy CMOH - I / II / III / DMCHO / ZLO / DPHNO, Alipurduar
5. The ACMOH / DTO, Alipurduar
6. The Accounts Officer, Office of the CMOH, Alipurduar
7. The In-Charge, Information & Technology Cell, Department of Health & Family Welfare, Government of West Bengal, Swasthya Bhawan, GN - 29, Sector - V, Salt Lake, Kolkata - 91 with request to upload the Recruitment Notice in the departmental website of H&FW Dept.
8. The D.I.O, NIC, Alipurduar, O/o the District Magistrate, Alipurduar, Dooars Kanya with request to upload the Recruitment Notice in the district website.
9. The HR Cell, Swasthya Bhawan, Kolkata-91
10. The DPMU, Alipurduar
11. Office copy

  
Chief Medical Officer of Health &  
Chairman, Selection Committee  
Alipurduar



# APPLICATION FORMAT

**( USE BLACK/BLUE BALL PEN FOR FILLING UP THE APPLICATION )**

To  
The Chief Medical Officer of Health  
Chairman, District Selection Committee  
New Alipurduar, Matri Sadan Building 1<sup>st</sup> Floor,  
Ward No. XVI, Alipurduar, Pin: 736121  
West Bengal

Affix a recent Passport size colour  
Photograph

**Application for the post of** \_\_\_\_\_

1. Name in Full (In Block Letters) : \_\_\_\_\_

2. Name of the Father / Husband : \_\_\_\_\_

3. Date of Birth : 

--	--	--	--	--	--	--	--	--

4. Age as on 01.01.2022 : \_\_\_\_\_

5. Sex (Please tick the suitable) :  Male  Female

6. Nationality : \_\_\_\_\_

7. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_

P.S. \_\_\_\_\_ P.O. \_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_

Pin: \_\_\_\_\_

8. Present Postal Address : \_\_\_\_\_  
\_\_\_\_\_

P.S. \_\_\_\_\_ P.O. \_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_

Pin: \_\_\_\_\_

9. Contact No : \_\_\_\_\_

10. Email ID : \_\_\_\_\_

11. Caste :

(Please enclose self attested  
Photocopy of caste certificate)

12. Educational Qualification : (Self attested photocopies must be enclosed)

Sl. No.	Examination Passed	Year of Passing	Board / University	Total Marks	Marks Obtained

- N.B:**
- a. *In case self attested mark sheets are not attached with the application, the marks will not be considered*
  - b. *Total marks & marks obtained should be excluding additional subjects and should be in absolute numbers and not in percentage*
  - c. *All educational details starting from Secondary education onwards should be furnished in the above prescribed format.*

13. Computer Qualification :

(Please enclose self attested  
Photocopy of computer certificate)

14. Details of Work Experience :

*(Please enclose self attested photocopy of experience certificate clearly mentioning the period of work with monthly salary in the the official letter head with signature, seal and date)*

### **DECLARATION**

"I hereby declared that all statements made in this application are correct to the best of my knowledge and belief and in the event of my information being found false my candidature is liable to be cancelled."

Place:

Date:

---

(Full Signature of the Applicant)