



**OFFICE OF THE MISSION DIRECTOR  
NATIONAL HEALTH MISSION, ASSAM**

**Saikia Commercial Complex, G.S. Road, Christianbasti, Guwahati-781005**

Website : <https://nhm.assam.gov.in>, E mail : [misnrhm.assam@gmail.com](mailto:misnrhm.assam@gmail.com)

No. NHM-31013(11)/92/2018-HRD-NHM/17948

Date: 28/09/2018

**QUALITY CONSULTANT POSITIONS UNDER NATIONAL HEALTH MISSION, ASSAM**

Online applications are invited from the candidates willing to work in mission mode for engagement on contractual basis in the following positions under NHM, Assam. Candidates have to apply online in the NHM, Assam **website: <https://nhm.assam.gov.in>**

**1. Name of the position: STATE CONSULTANT (QUALITY MONITORING)**

Number of positions: **1 position at State HQ in Guwahati.**

**QUALIFICATION & EXPERIENCE:**

- **Essential:** Master in Health Informatics (MBA Health Informatics)/ Master in Epidemiology (MPH epidemiology)/ Masters in Public Health (MPH) with 3 years experience in Public Health.
- **Preferable:** Post Graduate Degree/ Advance qualification in Statistics/ Specialization in Biostatistics.

**BRIEF DUTIES:**

- The State Quality Monitor will be involved in Quality Monitoring works of all Health Institutions for LaQshya, NQAS, Kayakalp and other Quality Monitoring parameters with field visits to assess the Quality aspect at the Health Institute level.
- He/She will be responsible for collection, compilation and regular updation of data from various sources, develop a system of monthly reporting of Key Performance Indicator, dashboard, monitoring through field visits. He/She will also be responsible for NQAS certification of health facilities in the State. The candidate must be willing to travel for at least 10 to 12 days in a month.

**REMUNERATION:** Rs 40, 000/- (negotiable for candidates with more experience and qualification suitable for the organization).

**2. Name of the position: DISTRICT CONSULTANT (QUALITY ASSURANCE)**

Number of positions: **24 positions at the Districts in Assam.**

**QUALIFICATION & EXPERIENCE:**

- **Essential:** Masters in Hospital Administration/ Health Management (MHA-full time or equivalent) with 3 years experience in Public Health/ Hospital Administration, out of which, at least 1 year work in the field of quality in health care.
- **Desirable:** Graduation in MBBS/ Dental/ AYUSH/ Nursing graduate.
- **Preferable:** Training and experience of implementing a recognized quality system like NABH/ISO 9001:2008/Six Sigma/Lean/Kaizen.

**BRIEF DUTIES:**

- He/She will be responsible for coordinating and promoting quality related activities across district. Will be responsible for NQAS, LaQshya and other certification of all Health



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Institutions in the district and supporting them in the process. Provide support in taking appropriate and time bound actions on closure of the gaps.

- He/She will also be responsible for monitoring of KPIs through field visits and implementing the quality management tools in the facilities.

**REMUNERATION:** Rs.30, 000/- (negotiable for candidates with more experience and qualification suitable for the organization).

**NB:** *The candidates who are working as Hospital Administrator under NHM with relevant qualification or experience may also apply for the post of District Consultant (Quality Assurance).*

3. Name of the position: **HOSPITAL ADMINISTRATOR** ( 12 positions at District Hospitals)

**QUALIFICATION & EXPERIENCE:**

- Master Degree in Hospital Administration/ Hospital Management/ MD (Hospital Administration) from Govt. recognized institution.
- Relevant experience 1.5 years and above

**BRIEF DUTIES:**

- Ensure proper functioning of the hospital reception area with the other components like reception counter, patient and attendants' sitting arrangement, availability of wheel chair and trolley for non ambulatory patients, availability of emergency drugs, oxygen in the casualty Deptt. , drinking water facilities, toilets etc.
- Daily updating of Medicine Board, Duty Roster of Doctors and Paramedics, citizen charter, information boards be displayed in the reception area.
- Daily monitoring of patient scheduling and analysis of patient care provided in OPD, E-OPD and IPD.
- Monitoring the record keeping relating to various services provided including blood bank and diagnostic clinics.
- He/She will be responsible for assisting the Superintendent of the Medical College Hospital /District Hospital in implementation of the activities of the health institutions.

**REMUNERATION:** Rs.24, 000/- (negotiable for candidates with desired experience and qualification).

*The candidates who applied for the post of **Hospital Administrator** against the advertisement NHM-31013/48/2018-HRD-NHM/9882 dated 21/07/2018 need not apply again.*

Only shortlisted candidates will be called for interview for which no TA/DA will be paid. List of shortlisted candidates and the list of vacancy will be published in the website <https://nhm.assam.gov.in> before the interview. No call letters will be sent for attending the interview. **The non -Assam resident candidates will have the option for Skype Interview.** The undersigned reserves the right to reject any or all applications without assigning any reasons thereof. The details will be available in the website <https://nhm.assam.gov.in>.



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Online applications will be received till 4<sup>th</sup> October'2018. Date of Publication of shortlisted candidates for interview will be published 6<sup>th</sup> October'2018. Interviews will be held on 8<sup>th</sup> Oct/9<sup>th</sup> Oct 2018.

***ALL SUITABLE CANDIDATES ARE ENCOURAGED TO JOIN THE HEALTH QUALITY MANAGEMENT IN ASSAM.***

Sd/-

(J.V.N. Subramanyam, IAS),  
Mission Director, NHM, Assam