

NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
Baba Gang Nath Marg, Munirka, New Delhi-110067

WALK-IN-INTERVIEW

National Institute of Health and Family Welfare (NIHFW) is an Autonomous / Apex Technical Institute funded by the Ministry of Health and Family Welfare for promoting Health and Family Welfare Programmes in the country through Education & Training, Research & Evaluation, specialized services, consultancy and advisory services. This Institute will undertake a project on "National Cold Chain & Vaccine Management Resource Centre (NCCVMRC)". For that project, NIHFW proposes to fill the following post on contractual basis. The duration of the appointment will be initially for three months. However the appointment may continue for a maximum period of eight months, subject to satisfactory performance.

Sr. No.	Name of the post	No. of Post/s	Consolidated pay range	Date of Walk-in-Interview
1.	Software Programmer-cum-Data Analyst	1	Rs.50,000/- - Rs.60,000/- p.m.	19 th August, 2013
2.	Training Coordinator	1	Rs.60,000/- -Rs.70,000/- p.m.	19 th August, 2013
3.	Programme Assistant	1	Rs.20,000/- - Rs.25,000/- p.m.	23 rd August, 2013
4.	Senior Technicians	2	Rs.35,000/- - Rs.40,000/- p.m.	29 th August, 2013
5.	Junior Technicians	2	Rs.25,000/- - Rs.30,000/- p.m.	29 th August, 2013

The details are given below:

1. Software Programmer cum Data Analyst:

No. of posts: 1 (One)

Salary: Rs. 50,000/- - Rs.60,000/- p.m. **or** based on qualifications and experience.

Period: 3 months (from the date of joining)

Qualification: **Essential:** Bachelor's degree in Computer Engineering / Information Technology or MCA from recognized Institute / University

Desirable: Microsoft Certification in .NET, Post Graduate in Management

Experience: **Essential:** 3+ yrs. experience in software development and maintenance, with proficiency in ASP.NET programming, MS Access, VB6, exposure to Content Management Software (Umbraco), Server management.

Desirable: Preference will be given to candidates with experience in analysis of data, analytical reports. Candidates with exposure to cold chain and vaccine management activities at State / National level will have an added advantage.

Age: 40 years

2. Training Coordinator:

No. of posts: 1 (One)

Salary: Rs. 60,000/- - Rs.70,000/- p.m. **or** based on qualifications and experience.

Period: 3 months (from the date of joining)

Qualification: **Essential:** Bachelor's degree in Mechanical / Electrical / Instrumentation / Electronics / Bio-medical / engineering from recognized University.

Desirable: MBA (Human Resource Management), Good IT skills for data base management (MS Access, RDBMS, etc.) and MS Office.

Experience: **Essential:** 5+ yrs. experience in refrigeration and air conditioning sector.

Desirable: Preference will be given to candidates with experience in training / skill development of refrigerator mechanics (experience in ITI institutes or diploma training institutes). Candidates with exposure to cold chain and vaccine management activities at state / national level will have an added advantage.

Age: 50 years

3. Programme Assistant:

No. of posts: 1(One)

Salary: Rs. 20,000/- - Rs.25,000/- p.m. **or** based on qualifications and experience.

Period: 3 months (from the date of joining)

Qualification: **Essential:**

- Graduate in any discipline from a recognized University with minimum one year certificate in Computer Application

Experience: **Essential:**

- 2-3 years working experience in Word, Power Point, Excel, Pagemaker, Corel in a reputed govt. institution/scientific organization with experience in office management, files, record keeping and other administrative responsibilities etc.

Desirable:

- Certificate in Office Procedure/Management
- Proficiency in English and Hindi typing
- Proficiency in Hindi / English shorthand speed
- Excellent oral and written communication skills in English.

Age: 40 years

4. Senior Technicians:

No. of posts: 2(Two)

Salary: Rs. 35,000/- - Rs.40,000/- p.m. **or** based on qualifications and experience.

Period: 3 months (from the date of joining)

Qualification: **Essential- Diploma** in Refrigeration / Electrical/Biomedical / instrumentation / mechanical engineering

Desirable – Diploma in Human Resource Management

Experience: **Essential** - At least 10 years' experience in refrigeration and air conditioning sector.

Desirable - Preference will be given to candidates with experience in training / skill development of refrigerator mechanics. Candidates with experience in immunization programme of Government of India will have an added advantage.

Age: 55 years

5. Junior Technicians:

No. of posts: 2(Two)

Salary: Rs. 25,000/- - Rs.30,000/- p.m. **or** based on qualifications and experience.

Period: 3 months (from the date of joining)

Qualification: **Essential-** Diploma / ITI in Refrigeration / Electrical / instrumentation engineering

Experience: **Essential** - At least 5 years' experience in refrigeration /air conditioning sector, including servo stabilizers, control panels and generator.

Desirable - Preference will be given to candidates with experience in training / skill development of refrigerator mechanics. Candidates with experience in immunization programme of Government of India will have an added advantage.

Age: 45 years

Date of Walk in Interview

Registration time : 9.30 am to 10.30 am.

Name of Posts for Walk in Interview	Date & Time of walk in interview
Software Programmer cum Data Analyst (1)	19th August, 2013 Skill Test : 11.00 a.m. onwards Interview : 02.00 p.m. onwards
Training Coordinator (1)	19th August, 2013 From 11.00 a.m. onwards
Programme Assistant (1)	23rd August, 2013 Skill Test: 11.00 a.m. onwards Interview : 02.00 p.m. onwards
Senior Technicians (2)	29th August, 2013 From 11.00 a.m. onwards
Junior Technicians (2)	29th August, 2013 From 11.00 a.m. onwards

Note:

1. Interested candidates may appear for a Walk-in-Interview on above dates and time in the Office of the Director, NIHFW, New Delhi along with detailed CV as per proforma enclosed. Please bring attested copies of age proof, qualifications and experience certificates and original certificates for verification. Candidates working in Govt /Semi Govt organizations must produce NOC of their employer. There will be Skill test for Software Programmer-cum-Data Analyst and Programme Assistant.
2. Candidates have to make their own arrangement for appearing in test / interview and no TA / DA will be paid to them.
3. NIHFW reserves the right to either fill up all the posts, or some of the posts or none of them without assigning any reason.
4. The candidates reporting after registration time will not be entertained. The application and certificate submitted at the time of registration will not be returned back to candidates.

DIRECTOR

National Institute of Health & Family Welfare

Baba Gang Nath Marg, Munirka, New Delhi-110067

Pass port
size photo

1. Name of the post applied for : _____
2. Name of the candidate in full : _____
3. Father's Name : _____
4. Address for correspondence : _____
With mobile phone and e-mail _____
5. Permanent Address : _____
6. Date of birth and present age : _____
7. Whether belongs to SC/ST/OBC : _____
(Please specify)

8. Educational Qualifications :

Sr. No.	Qualification	Board / University	Year of passing	Max. Marks	Marks obtained	Percentage (%)

9. Details of employment:

Post held	Name of Deptt. / Organisation	From	To	Nature of duties performed

10. Any other relevant information: _____

Signature of the applicant

Date: _____