

OFFICE OF THE CHIEF DISTRICT MEDICAL OFFICER: PURI



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(D.T.C. WING)

Letter No. 642 /RNTCP

Dated: 16.12.16

Applications are invited from eligible candidates for filling up the following posts as mentioned below under Revised Tuberculosis Control Programme (RNTCP) in the office of the CDMO, Puri on contractual basis.

Sl. No.	Name of the Post	No. of vacancy	Base Remuneration (per month)	Qualification	Mode of selection
1.	Senior Treatment Supervisor	06	15800/- + P.I.	<p>Essential Qualification:- 1. Bachelor's Degree OR Recognized Sanitary Inspector's Course, 2. Certificate Course in Computer Operation (minimum two months) 3. Permanent two wheeler driving license & should be able to drive two-wheeler.</p> <p>Preferential Qualification:- 1. Tuberculosis health Visitor's recognized course. 2. Govt. recognized degree/ diploma in Social work or Medical Social work. 3. Successful completion of basic training course (Govt. recognized) for Multi-purpose Health Workers</p>	Out of 100 marks, 70 marks will be given for career marking, 10 marks for experience in RNTCP work and 20 marks will be allocated for interview.
2	District Programme Co-ordinator	01	22400/- + P.I.	<p>Essential Qualification:- 1. MBA/ PG Diploma in Managment/ Health Administration from a recognized Institute/ University 2. At least 1 year of work experience (post qualification)</p> <p>Preferential Qualification:- 1. Preference will be given to those who have worked in the field of Development/ Health at District/ State level. 2. Basic knowledge of computers/ DCA</p>	Out of 100 marks, 70 marks will be given for career marking, 10 marks for experience in RNTCP work and 20 marks will be allocated for interview.

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No reservation under contractual recruitment will be made applicable against positions which are purely programme based having no equivalent cadre under Govt. such as STS, DPC etc..

Initial appointment to all the posts will be on contractual basis for a maximum period of eleven months subject to satisfactory performance evaluated by appropriate authority. Also the appointment is purely temporary and may be terminated at any time without assigning any reason there off. The candidate will not claim Govt. post/ Regular appointment in future on the basis of this appointment. Those candidates who are already working in Health department either regular or contractual basis have to apply through proper channel.

The age limit is as per Govt. of Odisha norm/ guideline including for retired employee of Govt. of Odisha/ Govt. of India. Preference will be given to the candidates belonging to Puri district.

Application form and detail **TOR** can be downloaded from the official website i.e, <http://puri.nic.in> interested candidates fulfilling the eligibility criteria should submit the application addressed to Chief District Medical Officer, Puri , Dist. – Puri, Ph. No. 752001. The application should be super scribed as "**APPLICATION FOR THE POST OF _____** (**R.N.T.C.P.**) and sender address with contact number should be mentioned on left- hand corner of the envelope. Application in sealed cover should reach the above mentioned address through Registered/ Speed post only on or before **06.01.2017** up to 5:00 PM. Incomplete application in any form is liable for rejection. This office will not be held responsible for any postal delay.

All documents are to be attached should be signed by the applicant. If the last date is declared by Govt. as a holiday, next date will be considered as last date. Applications received after due date will not be taken into consideration. **The undersigned reserves the right to cancel any or all the applications without assigning any reason thereof.**

The following documents are to be attached with the application form:-

1. Self attested copy of two recent passport size photograph.
2. Self attested photo copy of HSC/ equivalent examination certificate.
3. Self attested photo copy of passed certificates and mark sheets of required qualifying examination.
4. Self attested photo copy of recent (within 1 year) Residence Certificate.
5. Self attested photo copy of valid Driving License for the post (Sl. No. 1) only.
6. Self attested photo copy of experience certificate if any.
7. Self attested photo copy of No Objection Certificate if any.
8. One self addressed envelope duly stamped,


Dr. J. K. Samantray

Chief District Medical Officer, Puri


15/12/16

Application Form for the post of STS/ District Programme Co-ordinator

Post applied for		Photograph
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1. Name of the Applicant:

2. Father's Name

3. Date of Birth:		4. District of Domicile:	5. Sex:
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6. Please mention if SC/ ST/ OBC/General:

7. Present Contact Address with Telephone No:	8. Permanent Contact address with Telephone No:

9. Email Address:	9. Mobile No.
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10. Languages spoken/written :

11. Educational Qualification Details :

Sl. No	Name of the Examination Passed	Name of the Board/ Institution/ University	Year	Marks			Duration of course
				Full Mark	Marks Secured	% of marks	

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12.12.2021

12	Employment Record
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Total years of post qualification experience

13	<i>Details of Employment: (Starting from present/ last employment).</i>
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Name of the Employer	Post Held	From Date	To Date	Total	
				Year	Month

Declaration: I do hereby declare that all the information furnished above are true to the best of my knowledge and belief that, if any stage, it is found that any of the above materials, informations is false/ incorrect or is suppressed by me, my candidature/ appointment is liable to be rejected / terminated.

Date:

Place: Signature of the Applicant

List of Enclosures :-

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16.12.2021

^{TOR}
Revised National Tuberculosis Control Program (RNTCP)
Job Specification / Responsibility

Senior Treatment Supervisor (STS)

1. Assist DTO and MOTC to carry out all TB control activities under RNTCP including PMDT, TB/HIV coordination and PPM.
2. Co-ordinate with all concerned to ensure that all contacts of sputum positive patients are screened for TB.
3. Assist the MO-PHI in organizing DOT services for TB patients in his/her assigned TU.
4. Ensure retrieval of defaulters as per schedule.
5. Maintain the TB Register, incorporating required information with respect to all cases diagnosed in the Block/TB Unit; ensure notification of TB Cases in his/her assigned TB Unit.
6. Supervise referral and feedback/transfer-in & out activities for TB patients in assigned TB Unit
7. In close coordination with STLS, assist MOTC in preparation of Quarterly Reports on case finding, sputum conversion & treatment outcome, Programme Management and submission to the DTO.
8. Supervise each PHI in the area at least once every month, on a systematic schedule.
9. Assist DTO and MOTC in ensuring regular supply of drugs and other logistics to all PHIs in the Block/TB Unit.
10. Ensure maintenance of RNTCP Drug Stock Register at all stocking points; Monitoring of consumption of drugs with respect to their shelf life and ensure that no drugs get expired.
11. Retrieve unconsumed medicine boxes of patients who have defaulted/died/transfer out etc. and assist in reconstitution of medicine boxes at the district level.
12. Visit all patients at home before registration and provide health education and counseling to the patients and family.
13. Facilitate organizing patient provider interaction meetings and community meetings.
14. To facilitate change management with respect to use of ICT & Nikshay tools for concerned data entry, validation & its use for public health action.
15. Assist PMDT Coordinator by providing line-list of DR-TB suspects and updating the TT cards of MDR-TB patients on a fortnightly basis, in coordination with STLS.
16. Identify and facilitate the training of recognized DOT Providers.
17. Any other job assigned as per program need.

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District Programme Coordinator (DPC)

1. To work in close coordination with DTO in program management activities including planning, budgeting, procurement, logistics management, maintenance services and preparation of reports.
2. To coordinate with the stakeholders of the program like Medical Colleges, NGOs, Private Practitioners, Professional organizations, LSGs and TB and TB related co-morbidity care Providers.
3. To assist District TB Officer in establishing inter-sectoral and inter-departmental coordination for TB control.
4. To assist the DTO in organizing trainings, meetings, reviews and sensitization workshops at the district level.
5. To assist the DTO in organizing ACSM activities at the district level, to prepare quarterly IEC reports and procurement reports.
6. To assist the DTO in identifying NGOs and PPs for partnership through various schemes and enter into MoU.
7. To assist the DTO in collecting and compiling necessary documents for disbursement of Grant in Aid to the NGOs and PPs.
8. To assist the District TB Officer in establishing systems for TB Surveillance (through MIS, Notification, etc.)
9. To assist District TB Officer in district level procurements and supply chain management including physical stock verification.
10. To assist District TB Officer in maintaining updated data base of sub district and peripheral level program managers and stakeholders.
11. To assist District TB Officer in district level human resources management.
12. To manage the public grievance redressal mechanism in the District TB Office.
13. To manage the public relations in the District TB Office and assist District TB Officer in compiling information required for reports to State TB Cell, PRIs and replies to requests under right to information.
14. To facilitate change management with respect to use of ICT & Nikshay tools for concerned data entry, validation & its use for public health action.
15. Any other job assigned as per program need.



