



# **National Health Mission Madhya Pradesh**

**(Department of Public Health and Family Welfare)**

**Recruitment for Contractual Position (C&DST/IRL) in NTEP Program**

**Rule Book**

**2020-2021**



## NATIONAL HEALTH MISSION, MADHYA PRADESH

Applications are invited from the eligible candidates for recruitment to the State/Divisional level contractual vacancies under the National Health Mission, Madhya Pradesh.

### 1. Details of Contractual Position: -

<b>S.No.</b>	<b>Name of Contractual Posts</b>	<b>Total Vacant Post</b>
1.	Microbiologist	03
2.	Technical Officer	02
3.	Biomedical Engineer	02
	Total	<b>07</b>

## 2. Recruitment Process: -

The mandatory and desirable educational qualification for the above posts are as follows: -

S. N.	Name of Post	No. of Post	Honorarium	Qualification & Experience
1.	Microbiologist	03	45000/-	<p><b>Criteria:1</b>  <b>Essential Educational Qualification:</b>  M.D. Microbiology</p> <p><b>Essential Work Experience</b>  01 year of experience in Bacteriology, preferably in Mycobacteriology</p> <p><b>OR</b>  01 Year of experience in LPA (Line Probe Assay) lab/C&amp;DST (Culture &amp; Drug Susceptibility Test) Lab</p> <p><b>OR</b>  01 Year of <b>relevant</b> experience in State/National Medical Laboratory.</p> <hr/> <p><b>Criteria:2</b>  <b>Essential Educational Qualification:</b>  Ph.D. Medical Microbiology/ Applied Microbiology/ Clinical Microbiology/ General Microbiology/ Biotechnology/ Medical Biotechnology or related field</p> <p><b>Essential Work Experience:</b>  01 years of work experience in Bacteriology, preferably Mycobacteriology</p> <p><b>OR</b>  01 Year of experience in LPA (Line Probe Assay) lab/C&amp;DST (Culture &amp; Drug Susceptibility Test) Lab</p> <p><b>OR</b>  01 Year of <b>relevant</b> experience in State/National <b>Medical</b> Laboratory.</p> <hr/> <p><b>Criteria:3</b>  <b>Essential Educational Qualification:</b>  M.Sc. Medical Microbiology/ Applied Microbiology/ Clinical Microbiology/ General Microbiology/ Biotechnology/ Medical Biotechnology or related field</p> <p><b>Essential Work Experience:</b>  03Years of work experience in Bacteriology, preferably Mycobacteriology</p> <p><b>OR</b>  03Years of experience in LPA (Line Probe Assay) lab/C&amp;DST (Culture &amp; Drug Susceptibility Test) Lab</p> <p><b>OR</b>  03 Years of <b>relevant</b> experience in State/National <b>Medical</b> Laboratory.</p>

S. N.	Name of Post	No. of Post	Honorarium	Qualification & Experience
2.	Technical Officer	02	45000/-	<p><b>Essential Educational Qualification:</b> M.Sc. Medical Microbiology/ Applied Microbiology/ Clinical Microbiology/ General Microbiology/ Biotechnology/ Medical Biotechnology or related field</p> <p><b>Essential Work Experience:</b> 03 Years of work experience in Bacteriology, preferably Mycobacteriology <b>OR</b> 03 Years of experience in LPA (Line Probe Assay) Lab/C&amp;DST (Culture &amp; Drug Susceptibility Test) Lab <b>OR</b> 03 Years of <b>relevant</b> experience in State/National <b>Medical</b> Laboratory.</p>
3.	Biomedical Engineer	02	45000/-	<p><b>Essential Educational Qualification:</b> M.Sc. Medical Microbiology/ Applied Microbiology/ Clinical Microbiology/ General Microbiology/ Biotechnology/ Medical Biotechnology or related field</p> <p><b>Essential Work Experience:</b> 03 Years of work experience in Bacteriology, preferably Mycobacteriology <b>OR</b> 03 Years of experience in LPA (Line probe assay) lab /C&amp;DST (Culture &amp; Drug Susceptibility Test) Lab <b>OR</b> 03 Years of <b>relevant</b> experience in State/National <b>Medical</b> Laboratory.</p>

**Important Instruction:**

(1) Online Applications will be received from date 28-09-2020 to 12.10.2020.

(2) Mission Director, National Health Mission Madhya Pradesh, shall have the sole discretion to call the eligible candidates for the Online Interview. Minimum eligibility in terms of the ToR shall not make any candidate eligible to claim an invitation for the Online Interview. **M.D. NHM, M.P** shall constitute a screening committee to further shortlist the eligible candidates on set criteria/ matrix (**Please refer Appendix I for Scoring Matrix**) in the ratio of 1:10 ratio for the Online Interview against each vacancy.

**Note:** *In the event, less than 10 candidates qualify for Online Interview based on eligibility, Online Interviews may be carried out with the available number of qualified/ shortlisted candidates.*

(3) In case of a tie in between the two candidates, preference shall be given as per the details mentioned below in descending order

- (i) Preference shall be given to an elder candidate;
- (ii) Even if tie persist in the case of date of birth of the candidates, the candidate obtaining the highest mark in 12<sup>th</sup>/ Higher Secondary shall be given preference

(4) The appointment will be purely on contractual basis for a period of the one-year, renewable subject to Government of India approval and satisfactory performance. Any claim for absorption in the regular position shall not be entertained in the future.

(5) Mission Director, National Health Mission Madhya Pradesh, will have the right to suspend/cancel any application / entire process without giving any reason.

(6) If at any stage of recruitment, it is found that the candidate does not fulfill the eligibility criteria and/or that she/ he has furnished incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. The decision of the **NHM, MP** in any matter relating to the recruitment at any stage of the recruitment process will be final and binding upon the candidates.

(7) At the time online document verification process prior to Online Interview, all requisite documents/ testimonial/ certificates or any other documents substantiating the claims made in the online form has to be produced. Candidates unable to provide any of the requisite documents shall be liable for the disqualification.

(8) Selected candidate needs to submit a medical certificate which shall be validated by the District Medical Board before the joining of the candidate.

(9) Any candidate against whom a criminal case is considered in the court or has been punished by the court will be disqualified (will not be eligible).

(10) Only post qualification experience shall be considered for all the above-mentioned positions.

(11) Only post-registration experience shall be considered for the positions having essential criteria of registration with respective councils.

(12) Only full time course shall be considered for the above qualifications.

(13) In case of CGPA/ GPA, applicant shall provide marks details in percentage at the time of filling the online form and documentary proof for basis of calculation of percentage shall be produced whenever it is required. If any applicant fails to present above supporting documents shall be liable for the disqualification/ cancellation of her/ his candidature.

(14) For above positions minimum age limit shall be 21 & maximum age 40 (Five Year age relaxation for ST, SC, OBC and Women (UR/ Reserved Category)). Age is calculated as on **01.01.2021**.

(15) **12.10.2020** shall be considered as a reference date for experience and educational qualification.

**(16) Location Allocation:**

(16.1) Candidates can give their location preferences while filling the online application form. The candidate can't submit more than one application form for a position. In case of multiple/ duplicate application is ascertained, his/her candidature may be liable to get cancelled without any prior notice.

(16.2) Place of posting shall be allotted based on Merit Rank (attained in the Online Interview) and preferences of the candidates, subject to the availability of the location, in case preferred locations are exhausted by upper-rank candidates, in this scenario, remaining vacant location shall be allocated randomly;

(16.3) A declaration has to agree by the candidates while filling the online form that “I fully understand that details of location preference, as above, are being solicited for information purposes only. Job postings shall be decided by the **NHM, MP** officials based on the merit list rank of the candidate. I fully agree to abide by the location of posting determined by **NHM, MP** through the above process or as per their discretion and availability of the locations.”

(17) No. of Position will be varied as per the requirement of **NHM MP**.

(18) Any dispute pertaining to the above recruitment process shall be under the jurisdiction of Madhya Pradesh.

**SCORING MATRIX (Recruitment for Contractual Position (C&DST/IRL) Under NTEP Program, NHM, MP), 2020-21  
(For Preparing the Merit-list/ Shortlist for Online Video Interview)  
(Maximum Marks-100)**

#	Parameters	Max. Marks	Mark % of Essential Qualification/Additional Essential Experience	Score Obtained	Description of Evaluation
1	Essential Qualifications	40	100%	40	<p>Marks shall be awarded based on candidate percentage of mark secured in completion of essential qualification which is required for a position as per ToR.</p> <p>If a candidate has secured 60% marks for her/his qualification which is essential for the position as per the ToR, a total of 24 marks shall be awarded out of 40 Marks. (e.g. <math>40 \times 60\% = 24</math> Marks)</p> <p><b>Consideration of Essential Qualification for awarding Marks:</b></p> <p>(a) Higher essential qualification shall be considered for awarding marks; (e.g., if an essential qualification is required for any position as B.Sc. along with any PG Degree, in the event of this PG Degree, shall be considered for awarding marks);</p> <p>(b) In case multiple essential qualifications are required for any position (e.g., MBA/ MSW/ MA Social Sc., etc.) and the candidate possess more than one similar above degrees, in the event of this candidate shall be awarded the marks based on the degree where s/he secured more marks in comparison to her/his other degree (But the details of such course should be mentioned in the Online Application Form filled by the candidate).</p> <p><b>Note:</b></p> <p>(a) Document validation team reserve the right for validation of Mark% of the candidate degree and any deviation recorded at the time Document Validation Process may disqualify the candidate.</p> <p>(b) In the case of CGPA grading, the document validation team shall calculate the CGPA in percentage based on grading for which the candidate shall produce documentary proof for the basis of calculation of percentage. If an applicant fails to present the above-supporting documents, he/ she shall be liable for the disqualification/ cancellation of her/ his candidature</p>
2	Essential Experience	40	100% Marks for Additional 80 Months of Essential Experience	40	<p>Total score= 0.50 marks for each month of experience to the maximum of 40 marks.</p> <p>[Note: No marks shall be awarded on minimum number of years/ month on essential experience] (e.g. An Applicant has total 37 months of experience and essential experience is required of 36 months, in such scenario candidate shall be awarded mark for only one month, i.e. <math>1 \times 0.50 = 0.50</math> Total Marks for experience criteria)</p>

**SCORING MATRIX (Recruitment for Contractual Position (Contd.))**

#	Parameters	Max. Marks	Mark % of Essential Qualification/Additional Essential Experience	Score Obtained	Description of Evaluation
3	Experience of working in RNTCP/ NTEP (IRL/ C&DST) Lab	20	100% Marks for the candidate is working OR has worked in RNTCP/NTEP (C&DST or IRL) Lab	20	If the eligible candidate is working <b>OR</b> has worked in RNTCP/NTEP (C&DST or IRL) Lab in a similar capacity, in that case, s/he shall be awarded additional 20 marks
<b>Total Marks</b>		<b>100</b>		<b>100</b>	



## Detail information of Vacant Post in State/Divisional Level:

S.No	Post Name	No of Total Vacant Position	Posting Place	Place Name	Vacant Position
1.	Microbiologist	03	State/Divisional Level	C&DST Lab Gwalior	01
				C&DST Lab Jabalpur	01
				IRL Lab Indore	01
2.	Technical Officer	02	State/Divisional Level	IRL Lab Indore	01
				IRL Lab STDC Bhopal	01
3.	Biomedical Engineer	02	State/Divisional Level	IRL Lab Indore	01
				IRL Lab STDC Bhopal	01
	<b>Total</b>	<b>07</b>			

## 1. Microbiologist

### **Roles and Responsibilities:**

- (1) To handle day to day correspondence in Intermediate Reference Laboratory pertaining to Culture and DST.
- (2) To maintain SOPs in IRL.
- (3) To do diagnostic DSTs and follow up cultures in IRL and send reports to District TB centres and DRTB Centres.
- (4) To provide on the job training to the laboratory technicians in IRL.
- (5) To submit quarterly report on laboratory performance to STO, NRL and CTD.
- (6) To engage maintenance agencies for IRL equipments and monitor their performance.
- (7) To train the district program managers, STLSs and laboratory technicians on sputum sample collection transportation procedures, monitor their performance and suggest corrective action when necessary.
- (8) To establish sound laboratory management practices in the CDST lab
- (9) To coordinate with EQA Microbiologist on RNTCP Lab Quality Assurance
- (10) To facilitate data entry of CDST labs into the TB ICT application (NIKSHAY) in coordination with DR-TB centres.
- (11) To coordinate with partner organizations engaged in infrastructure development or culture /DST capacity development of IRL.
- (12) To provide technical support to the other culture & DST laboratories (including CBNAAT labs) in the State or of other states when assigned.
- (13) To assist the State TB Officer in reviewing the district performance in DRTB diagnosis.
- (14) Any other job assigned by STO as per program need.

## 2. Technical Officer

### **Roles and Responsibilities:**

- (1) Provide technical support to assist the Culture and DST lab in expansion of the full range of newer TB diagnostic activities for rapid diagnosis of TB including drug resistance TB for treatment under RNTCP;
- (2) Conduct testing of patient specimens on LPA and LC at the lab in a timely manner;
- (3) Manage clinical and laboratory aspects of the lab and ensure collection, recording and reporting of clean, quality data;
- (4) Support the Director and Head of TB Laboratory in planning and scaling up of quality assured Line Probe Assay (LPA) and Liquid Culture (LC) with Rapid Speciation (RS) using lateral flow immune chromatographic assay for MDR-TB diagnosis;
- (5) Get trained in performing newer diagnostics tests such as LPA, LC and RS;
- (6) Implement the Standard Operating Procedures (SOP) for TB laboratories, including SOPs for specific aspects LPA, LC and RS and specifications for equipment, infection control, etc., to ensure GLP;
- (7) Ensure proficiency in identified newer TB diagnostics in the site allotted before they are applied for patient care under RNTCP and ongoing maintenance of proficiency for these diagnostics, ensuring accuracy of results being communicated to the TB patient;
- (8) Provide support to the Lab in-Charge for all laboratory operations including regular MIS functioning, maintenance of all lab equipment, Logistics of various lab consumables, etc.
- (9) Supervise and support the lab technicians of the lab in day to day activities connected with newer TB diagnostics, ensuring quality control;
- (10) Assist the Lab in-Charge in providing monthly / quarterly and annual reports in the prescribed formats on activities, achievements, challenges and recommendations;
- (11) Urgently report all adverse events in the functioning of the laboratory to the Lab in-Charge and **FIND India** technical team
- (12) Liaise and facilitate with the FIND India technical team on all technical matters relating to the laboratory functioning in consultation with Lab in-Charge;
- (13) Undertake any other job assigned by the Lab in-Charge and FIND India technical team, as per project needs.

### 3. Biomedical Engineer

#### **Roles and Responsibilities:**

- (1) Provide technical support to assist the Culture and DST lab in expansion of the full range of newer TB diagnostic activities for rapid diagnosis of TB including drug resistance TB for treatment under RNTCP;
- (2) Conduct testing of patient specimens on LPA and LC at the lab in a timely manner;
- (3) Manage clinical and laboratory aspects of the lab and ensure collection, recording and reporting of clean, quality data;
- (4) Support the Director and Head of TB Laboratory in planning and scaling up of quality assured Line Probe Assay (LPA) and Liquid Culture (LC) with Rapid Speciation (RS) using lateral flow immune chromatographic assay for MDR-TB diagnosis;
- (5) Get trained in performing newer diagnostics tests such as LPA, LC and RS;
- (6) Implement the Standard Operating Procedures (SOP) for TB laboratories, including SOPs for specific aspects LPA, LC and RS and specifications for equipment, infection control, etc., to ensure GLP;
- (7) Ensure proficiency in identified newer TB diagnostics in the site allotted before they are applied for patient care under RNTCP and ongoing maintenance of proficiency for these diagnostics, ensuring accuracy of results being communicated to the TB patient;
- (8) Provide support to the Lab in-Charge for all laboratory operations including regular MIS functioning, maintenance of all lab equipment, Logistics of various lab consumables, etc.
- (9) Supervise and support the lab technicians of the lab in day to day activities connected with newer TB diagnostics, ensuring quality control;
- (10) Assist the Lab in-Charge in providing monthly / quarterly and annual reports in the prescribed formats on activities, achievements, challenges and recommendations;
- (11) Urgently report all adverse events in the functioning of the laboratory to the Lab in-Charge and **FIND India** technical team.
- (12) Liaise and facilitate with the FIND India technical team on all technical matters relating to the laboratory functioning in consultation with Lab in-Charge;
- (13) Undertake any other job assigned by the Lab in-Charge and FIND India technical team, as per project needs.