

Job Description

Data Manager at District HQs (IDSP-DMDHQ), (17 Vacancies)

1. POSITIONS VACANT: Data Manager at District HQs (IDSP-DMDHQ), UP-NHM, (17 Vacancies)

2. ORGANIZATION BACKGROUND:

The National Health Mission (NHM) was launched with a view to bringing about dramatic improvements to the health system and health status of people, especially those who live in the rural areas of the country. The Mission seeks to provide universal access to equitable, affordable and quality health care which is accountable at the same time responsive to the needs of the people, reduction of child and maternal deaths as well as population stabilization, gender and demographic balance. In this process, the Mission helps achieve goals set under the National Health Policy and the Millennium Development Goals.

3. JOB DESCRIPTION/ RESPONSIBILITIES:

Key Responsibilities:

1. To assist State Surveillance Officer/District Surveillance Officer and other officials in carrying out the IDSP activities;
2. Supervise functioning of MIS unit of Integrated Disease Surveillance Project and IDSP portal;
3. Supervise functioning of Data Entry Operators;
4. Organize information received from District Surveillance Units;
5. Preparation of reports required under the project;
6. Organize maintenance of IT hardware, software and WAN;
7. Supervise & maintain EDUSAT/VPN Network for video conferencing & Data Transference;
8. Monitoring of 1075 connectivity in State/Districts;
9. Familiarize and operate VC equipment, undertake preventive maintenance and trouble shooting for small problems, and coordinate with service providers for major breakdowns;
10. Analyze S,P,L data for time/place in spreadsheet for identifying Rising Trend of Disease overtime/Early Warning signals;
11. Prepare periodic and annual reports.

4. QUALIFICATION, SKILLS AND EXPERIENCE:

Qualifications:

Essential:

Applicant must have PG in Computer Sciences/ BE in IT/ Electronics from a recognized University/Institution.

Experience:

Essential:

Applicant should have minimum three years of experience in relevant field.

Desirable:

Preference will be given to those who have worked in health or social sector.

5. VACANCY DETAILS:Total 17vacancies: UR (08), OBC (05) and SC (04)

6. AGE LIMIT: Upto 40 years as on date of advertisement with five years' relaxation for reserved category.

7. CONTRACT TYPE AND PERIOD:

The contract period of the candidate shall be for one year from the date of signing of contract with NHM, UP. Appointment orders will be issued by NHM, UP.

8. COMPENSATION OFFERED:

Gross compensation budgeted for the position is Rs. 20,300 per month.

9. LOCATION: At district levels of U.P

10. RESERVATION POLICY: State reservation policy shall be applicable with respect to all vacancies.

*(**Note:** Reservation policy is only applicable to U.P. domiciles. All applicants from other states, irrespective of their category, shall be considered under "Unreserved Category" and will not get privileges of U.P. state reservation policy whatsoever.)*

11. REFERENCE:

IDSP-DMDHQ

12. CONTACT INFORMATION:

Senior Consultant
Strategic Alliance Management Services P Ltd.
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New Friends Colony, New Delhi 110 025
011- 2684 2162; 4165 3612

13. LAST DATE FOR APPLICATIONS:

Eligible candidates interested in this position are requested to apply online at <http://samsjobs.info/default.aspx> and http://sams.co.in/TOR_UPNHM_Recruitment.html by or before **11:59:00 PM** on **April 10, 2016**.