

**GOVERNMENT OF WEST BENGAL**  
**OFFICE OF THE DISTRICT HEALTH & FAMILY WELFARE SAMITI**  
**CHINSURAH, HOOGHLY - 712101**

No: DHFWS/ 589/

Date: 21/09/17-

Applications are invited for the post **Block ASHA Facilitator (BAF)** under National Health Mission on contractual basis at the following blocks in the District of Hooghly:

**Total vacancy in Hooghly District- 15**

Name of Sub Division	Name of Block	Total Vacancy	Reservation Status	
<b>Sadar</b>	Chinsurah Mogra	1	ST	
	Dhaniakhali	1	OBC A	
<b>Chandannogore</b>	Singur	2	SC(EC)	ST
	Tarakeswar	2	UR	OBC -A
<b>Serampore</b>	Jangipara	1	OBC -A	
	Chanditala II	1	ST	
<b>Arambagh</b>	Pursurah	2	UR	UR PH
	Goghat I	1	ST	
	Goghat II	1	OBC-A	
	Arambagh	1	OBC-A(EC)	
	Khanakul I	1	UR	
	Khanakul II	1	Gen(EC)	

**Eligibility Criteria:**

- Master's degree in Social Science/Sociology/social anthropology/Social Work (MSW)/ Business administration (MBA)/ Economics/ Rural Development/ Mass Communication.

**Or**

- Graduate degree in any discipline with minimum 2 years experience in health projects.
- Preference will be given to candidates having working experience in ASHA programme.
- Knowledge in MS office & Internet.
- Ability to communicate effectively.
- Ability to work hard.
- Willing to travel extensively.
- ***Should be resident of the same Sub Division.***

**Age Limit:**

Age should not exceed 40 years as on 01.01.2017. The upper age limit relaxation is 5 years for the candidate belonging to categories of Schedule Caste, Schedule tribe and 3 years for the candidates belonging to other Backward Classes as per Government guideline.

**Remuneration:** Rs.7500/- per month and monthly mobility support Rs. 1500/-

**Eligible applicants will have to submit the following documents along with the application as per enclosed format:**

- A. Attested photocopy of proof of residence (Voter Identity card / Ration Card).
- B. Attested photocopies of mark sheets of Higher secondary or Equivalent, Graduation, and Master's degree, as applicable,
- C. Attested photocopy of age proof of the candidates (Birth Certificate from competent Authority / Madhyamik or equivalent Examination Admit Card / Registration Certificate).
- D. Attested photocopy of working experience certificate, if any.
- E. Attested photocopy of additional qualifications.

## General Information

- A. Demand draft of Rs 100/- (Rupees Hundred only) for General Category & Rs 50/- (Rupees fifty only) for SC/ST/OBC & other reserved categories drawn in favour of "District Health & Family Welfare Samity, Hooghly" A/C Non NHM payable at Kolkata Branch will be enclosed along with the application. Use of stapler pin or stitching in case of demand draft will not be allowed. Back of the draft must be bearing the name of the applicant & Name of the post applied for. Applications without the demand draft will be rejected.
- B. Residential Criteria- Resident of Same Subdivision in which block applied for
- C. Block ASHA Facilitator will be contractually engaged for a period of one year renewable based on budgetary sanction and performance.
- D. The selection will be based on merit (academic result) and experience in health projects, along with a written Test (50 marks), computer Skill Test (25 marks) as per prescribed weightage against each of these items.
- E. After receiving engagement letter from the CMOH, Block ASHA Facilitator will have to undergo training as mandated by State ASHA Cell.
- F. **Job Responsibilities—**
  1. To facilitate the process of ASHA Selection (for filling up vacant positions).
  2. To facilitate ASHA engagement as per approved list and implementation process. & ensuring the error free reports.
  3. To facilitate the checking of submitted ASHA monthly reports at all level within the Block.
  4. To ensure that the ASHA monthly reports are error free and don't refer over reporting and / or under reporting.
  5. To facilitate timely compilation of ASHA monthly reports into block monthly report of ASHA performance.
  6. To ensure that Block Monthly report of ASHA Performance is analysed by BMOH, BPHN, PHN and shared during the Block MIS meeting.
  7. To facilitate timely submission of Block monthly reports related to the ASHA Programme to the District ASHA Facilitator, DPC, and Dy. CMOH III.
  8. Maintaining the liaison with BPHN/PHN, GP Health Supervisor, and ANMs.
  9. Share the new circulars & guidelines with all stakeholders at the Block level.
  10. Maintain relevant ASHA related MIS at Block Level.
  11. Support the Block Accounts Manager in all activities related ASHA incentive and fund flow.
  12. To ensure timely distribution of all ASHA materials within the Block.
  13. Undertaking Field visits at regular intervals, not less than twelve visits per month.
  14. To perform any other programme related activity as directed by the Government of West Bengal, Health & Family Welfare Dept, District and Block.

Intending candidates will drop their applications from 22/09/2017 to 18/10/2017 on all working days from 11:00 AM to 4 P.M. in the prescribed application format only at concerned SDO Office along-with the above mentioned documents. No application will be entertained if submitted to any other office, except the Office of the concerned Sub-Divisional Officer (SDO) or submitted beyond the last date. Applications received by post or by email or by any other means except dropping in the particular drop box kept at the respective SDO Office, will be summarily rejected. Incomplete application will also be rejected.

  
Chief Medical Officer of Health & Secretary  
District Health & Family Welfare Samiti, Hooghly  
No: DHFWS/

  
District Magistrate & Chairperson  
District Health & Family Welfare Samiti, Hooghly  
Date:

Copy forwarded for kind information and necessary action to:

1. Sri Tapan Das Gupta, Hon'ble MIC and Chairman Recruitment Committee for Hooghly District.
2. The Mission Director (NHM), Govt. of WB, Deptt. of H&FW, Swasthya Bhawan
3. The Additional Mission Director (NHM), Govt. of WB, Deptt. of H&FW, Swasthya Bhawan
4. The ADM (G) & in-charge of Health, Hooghly
5. The SDO(all), Hooghly
6. The OC (Health), Hooghly
7. The State NGO Coordinator & Nodal Officer, ASHA, Govt. of WB, Deptt. of H&FW
8. The Dy CMOH-III / DMCHO / DPHNO, Hooghly
9. The DPO ICDS, Hooghly
10. The ACMOH(all), Hooghly
11. The BDO \_\_\_\_\_ Block (all)
12. The BMOH, \_\_\_\_\_ Block (all)
13. The DIO, NIC, Hooghly - with request to upload the recruitment notice in the official website of Hooghly District.
14. Sri Sourav Ghosh, System Co-ordinator, Swasthya Bhawan, kolkata 91. - with request to upload the recruitment notice in the official website of Deptt. of Health & FW.

  
Chief Medical Officer of Health & Secretary  
District Health & Family Welfare Samiti, Hooghly

  
District Magistrate & Chairperson  
District Health & Family Welfare Samiti, Hooghly

