



All India Institute of Medical Sciences, Bhubaneswar
(A Statutory body under aegis of Ministry of Health and Family Welfare, Govt. of India)
Sijua, Dumduma – Post, Bhubaneswar (Odisha) – 751019

Resource Centre for Advancement on Public Health Nutrition
Department of Community Medicine & Family Medicine

Dated: 06-02-2019

ADVERTISEMENT FOR WALK IN INTERVIEW

Eligible Candidates are invited to attend walk in interview for various posts on **21st February 2019 (12:00 PM)** for establishing Resource Centre for Advancement on Public Health Nutrition (Nutrition Cell) under Department of Community Medicine and Family Medicine funded by UNICEF.

Title of the Project: Resource Centre for Advancement on Public Health Nutrition (RCAPHN) of Odisha.

The essential qualification, experience, salary, tenure of appointment and other terms and conditions pertaining to different staff positions are given below.

1. Senior Consultant (Women Nutrition and IYCF & SAM)

(Duration of Recruitment: 11 months)

Salary:-1, 30,000 /- & 1, 25,000/-INR/month respectively

(No. of posts: - 02)

Qualification and experience:

Post graduate degree/ in Nutrition/ Public Health/ Public Health Nutrition/Community Medicine/Health Administraton Social Sciences/ other Health Sciences.

- Work experiences of minimum 7 years in the field of maternal health, child health, child development, emergency nutrition and nutrition programmes.
- Good analytical, negotiation and communication (oral and written) skills.
- Computer literate and conversant with MS Office and its application, internet, e-mail.
- Knowledge/familiarity with the national flagship programmes (NHM, ICDS, MDM and others) and prior experience of working with Government is an asset.
- Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective working relationships with governmental, non-governmental and civil society organizations.
- Knowledge of English essential, working knowledge of Hindi & Odia would be an added advantage.

Details of Job Description will be given during posting:

1. Provide technical assistance to the state Govt. through the RCAPHN (Nutrition Cell) for strengthening the nutrition programmes for adolescent girls, scaling-up nutrition specific and sensitive interventions under Swabhimaan and adoption of Maternal Nutrition Guidelines by the state & the nutrition programmes for Children and scaling-up nutrition specific and sensitive interventions under IYCF.
2. Ensure training and regular orientation of all Nutrition Cell staff on thematic issues and project content.
3. Prepare tools for concurrent monitoring (questionnaire, interview guide, and checklist) resources for training (training module, handbooks, documents & reports).
4. Attend regular review meetings with all key stakeholders, UNICEF, OLM and DWCD
5. Support the PI & COPIs in day to day functioning of the Nutrition Resource Centre.

2. Consultant (Micro Nutrients-H&FW & WCD; MDM)

(Duration of Recruitment: 11 months)

Salary:-1, 20,000 INR/month

No. of Posts: 02

Qualification and experience:

Post graduate degree in Nutrition/ Public Health/Community Medicine/Health administration/Social Sciences/ other Health Sciences.

- Work experiences of minimum 5 years in the field of micronutrients, maternal health, child health, child development, emergency nutrition and nutrition programmes.
- Good analytical, negotiation and communication (oral and written) skills.
- Computer literate and conversant with MS Office and its application, internet, e-mail.
- Knowledge/familiarity with the national flagship programmes (NHM, ICDS, MDM and others) and prior experience of working with Government is an asset.
- Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective working relationships with governmental, non-governmental and civil society organizations.
- Travel to field site for monitoring of implementation of different Nutrition programmes/data collections/ongoing training programme as and when required by the NRC.
- Knowledge of English essential, working knowledge of Hindi & Odia would be an added advantage.

Details of Job Description will be given during posting:

1. Provide technical support to the state Govt. through the RCAPHN (Nutrition Cell) for strengthening of the micronutrient related programs under NIPI, VAS, Deworming and NIDDCP & USI by strengthening the state USI coalition.

3. Research Assistant Cum Data Analyst

(Duration of Recruitment: 11 months)

Salary:-25,000 INR/month

No. of posts: 01

Qualification and experience:

- Graduate degree from a recognized university with three years work experience from recognized institution.
- Master in computer application/software & data analysis.
- Knowledge of English essential, working knowledge of Hindi & Odia would be an added advantage.

Details of Job Description will be given during posting:

- Involve in all research/ documentation activities in RCAPHN (Nutrition Cell)
- Conduct literature reviews
- Prepare interview questions
- Recruit and/or interview subjects
- Maintain accurate records of interviews, safeguarding the confidentiality of subjects, as necessary
- Summarize interviews
- Provide ready access to all experimental data for the faculty researcher and/or supervisor
- Analyse field data and support preparation of analytical reports
- Support in preparation of articles, reports and presentations
- Travel to field sites to collect and record data and/or samples as appropriate to the specific objectives of the study

4. Admin cum Accounts Assistant

(Duration of Recruitment: 11 months)

Salary:-25,000 INR/month

No. of posts: 01

Qualification and experience:

- B.com (preferably M.com) certified in computer application with minimum two year experience in accounting with knowledge of Tally, logistic & stock register maintenance.

Details of Job Description will be given during posting

- Assist in day to day administration issues of RCAPHN.
- Manage accounts related activities of the project.
- Prepare Statement of Expenditure & Utilization Certificate periodically & quarterly.
- Assist data analyst in preparing progress reports and other documents.
- Maintain and update cashbook, registers account related activities.

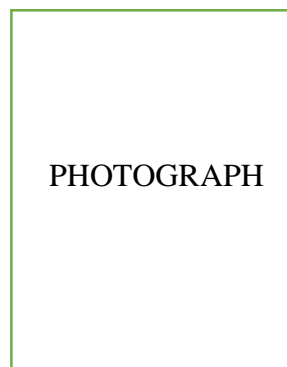
How to Apply

Interested candidates may appear for walk in interview on **21st February 2019**. Candidates should bring duly filled application form (as per the prescribed Performa), Updated Curriculum Vitae (CV) and all original certificates of educational qualifications, experience certificate along with a photo and a set of photocopies at the time of interview.

APPLICATION FOR THE VARIOUS POSTS

Post Applied for:-

1. Full name in block letters:
2. Father's/Husband's Name:
3. Date of Birth:
4. Age:
5. Gender:
6. Permanent Address:
7. Present Address:
8. Contact Number:
9. Email id:
10. Details of Qualification:



Sl. No	Degree	Year of passing	University

11. Details of Experience:

Sl. No	Designation	Name of Institute	From (date) – To (date)

12. Any other important information

Declaration

I hereby declare that the information given above is true and correct to the best of my knowledge. In the event of any information being found incorrect/false, my candidature/services are liable to be terminated.

Place:

Date:

Signature of the Candidate

Terms & conditions:

1. These are tenure vacancies under funded project and are not employment from AIIMS Bhubaneswar pay roll.
2. Employment will automatically terminate upon completion of the project and there is no liability for permanent employment on AIIMS, Bhubaneswar or principal investigator.
3. Also the candidate has no right to claim permanent employment based on this job.
4. Selected candidates may have to carry out visits to different districts of Odisha.

Venue: Board room, Department of CM and FM, 3rd Floor, Academic Block, AIIMS Bhubaneswar

Reporting time for document verification: 21st February 2019 at 12.00 PM

Time of Interview 21st February 2019 at 02.00 PM

(Principal Investigator)

Prof. (Dr.) Vikas Bhatia, HOD

Department of CM and FM,

AIIMS Bhubaneswar

(Co-Investigator)

Dr. Swayam P Parida, Asso. Professor

Department of CM and FM,

AIIMS Bhubaneswar

Mob – 9438884019