



OFFICE OF THE MISSION DIRECTOR
NATIONAL HEALTH MISSION, ASSAM
Saikia Commercial Complex, G.S. Road, Christianbasti, Guwahati-781005
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NHM-31013(11)/6/2018-NHM/ 2983

Date: 02/05.2018

ADVERTISEMENT

Online applications are invited from the candidates willing to work in mission mode for engagement on contractual basis in the following post under NHM, Assam. Candidates have to apply online in the NHM, Assam **website:** <https://nhm.assam.gov.in>

The undersigned reserves the right to reject any or all applications without assigning any reasons thereof. Merely having the requisite qualification & experience will not render the applicant eligible for shortlisting.

Sl.	Name of the Position	Requisite Qualification & Experience	No. of Position	Remuneration per month
1	Programme Assistant, NPPCD	<p>Essential Qualification :</p> <ul style="list-style-type: none">➤ Bachelor degree from a recognized University.➤ Diploma in Computer Application (One year) with Adequate knowledge of MS Word, Excel, Accesses, Power point presentation recognized by the council for technical education/ DOEACC. <p>Desirable Qualification :</p> <ul style="list-style-type: none">➤ English Typing – 35 words per minute.➤ Knowledge of filing, indexing and document Management.➤ Excellent writing and verbal communication skills.➤ Proficient in drafting notes and letters in English. <p>Experience :</p> <ul style="list-style-type: none">➤ 6 months of post qualification work experience as a Programme Assistant in any Ministry of Govt. of India/ State Govt. at the Secretariat Level. Preference will be given to those candidates who have experiences of working in health Sector of either Govt. of India at the Ministry level or any State/ UT Govt. at the Secretariat Levels. <p>➤ Age : Up to 43 years as on 1st April 2018</p>	1 no.	Rs. 15,000/-

Online application will be received till **17/05/2018**. Candidates without the above qualification need not apply. The number of vacancy may vary at the time of recruitment.

The schedule of interview / selection test for the position will be published in the website <https://nhm.assam.gov.in> in due course of time along with the list of provisionally shortlisted candidates. All applicants are advised to visit the website accordingly. No separate individual call letter for interview/ selection test will be sent. No TA/DA will be paid for attending the interview/ selection test.

Sd/-
Executive Director,
National Health Mission, Assam