



AIIMS/PED/SCoE/2023/171

Date: 06 April 2023

ADVERTISEMENT FOR WALK IN INTERVIEW FOR VARIOUS POST ON CONTRACTUAL BASIS IN STATE CENTRE OF EXCELLENCE FOR NUTRITION INTERVENTION (SCoE4N), AIIMS, RAIPUR, CHHATTISGARH-492099

State Centre of Excellence for Nutrition Intervention (SCoE4N) is established at AIIMS Raipur with the objective to assist State departments in their goal of Malnutrition free Chhattisgarh and Anemia free Chhattisgarh by improving IYCF practices, skilled management of children with Severe Acute Malnutrition(SAM) through the facility and community care including growth faltering in under 6 months infants.

A Walk-in- Interview will be conducted on 24 April 2023 (Monday) for filling up of following posts under the SCoE4N, Department of Pediatrics, AIIMS, Raipur, Chhattisgarh.

Date of Interview:- 24/4/2023 (Monday)

Time: - 9:00 AM IST (The candidates are requested to reach the venue by 9.00 am for scrutiny of documents. please note that registration of candidates will close at 11:00 AM Sharp IST).

Place of Interview: - Room No. 431, Faculty room, Department of Pediatrics Office, D-1 Block, Fourth Floor, New hospital building, Gate No.4, AIIMS, Raipur, U.G.

Post Sr.No.	Post designation	No. of vacancy	Nature of post*	Consolidated Honorarium per month (in Rs)	Detailed terms of reference (ToR) is attached at annexure
P1	Project Coordinator	1	UR	70000	I Page no. 4-6
P2	State IYCF Coordinator	1	UR	70000	II Page no. 7-8
P3	State COE Admin Coordinator	1	UR	60000	III Page no. 9-10
P4	District Nutrition Coordinator	16	UR	40000	IV Page no.11-12
P5	Statistician/Data Manager	1	UR	35000	V Page no 13-14.
P6	Lactation Counsellor/Consultant	1	UR	35000	VI page no:15-16
P7	Pediatrician/Medical officer	1	UR	80000	VII Page no. 17-18

* **Note:** All the posts mentioned above are Under UNICEF grant as per MOU.

* In case of large number of applications, interview may be spilled over next day or screening test may be held or any other criteria may be adopted as may be deemed fit to shortlist the candidates. The decision of the competent authority will be final, and no correspondence whatsoever will be entertained in this connection.

1. General Information to the Candidate

1.1 Candidates have to download and print the **application form (attached in annexure VIII)** below the advertisement and bring the same with a self-attested Xerox copy of the certificates at the time of the Interview.

1.2 It is the sole responsibility of the candidate to bring all relevant documents at the time of scrutiny of application. SCoE4N, Department of Pediatrics is not responsible for any delay/missing details.

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Project Director
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State Centre of Excellence for Nutrition Intervention (SCoE4N)

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Department of Pediatrics

अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर, छत्तीसगढ़

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- 1.3 The candidate needs to submit the application at the time of Walk-in-Interview as per the format. No change in serial no. order and the heading of the column to be made. Annexures may be added as separate sheets if required. **No application sent via mail will be entertained or accepted any case.**
- 1.4 Two recent self- signed passport-sized color photographs are to be attached with stapled/pinned on the first page of the Performa format.
- 1.5 Candidate should bring one set of self-attested photocopies of all relevant certificates & documents along with duly filled application form (as per the prescribed performa) and all original certificates of educational qualifications, experience certificates, identity proof and other documents, if any, along with two photographs at the time of interview for scrutiny.
- 1.6 All information/updates pertaining to this advertisement including a list of shortlisted candidates' result, joining will be displayed on the AIIMS, Raipur website, www.aiimsraipur.edu.in
- 1.7 Selected candidate has to join within 15 days of declaration of result. The extension of joining will be considered as case-to-case basis looking at the requirement at SCoE4N.
- 1.8 The selected candidate will be informed through mail. Although, it will be the responsibility of applicants to keep abreast of the developments by visiting the institute's website www.aiimsraipur.edu.in.
- 1.9 No TA/DA will be paid for attending the interview/Joining.
- 1.10 Any attempt to unduly influence the selection process will lead to automatic disqualification of the applicant
- 1.11 Short listing of candidates and final selection will be purely on a merit basis which will be finalized by the selection committee and their decision will be final.
- 1.12 The decision of the competent authority regarding the selection of candidates will be final and no representations in this regard will be entertained.
- 1.13 For any queries contact or write to scoesamaaiimsrpr@gmail.com with the subject line "Recruitment of staff for SCoE4N".

2. Terms and Conditions:

- 2.1 It is candidates' responsibility to ascertain and ensure their eligibility as per the prescribed qualification and experience. Any misinformation detected at any stage will make the candidate disqualified and liable for legal action. Permission to appear in the selection process does not approve the eligibility of the candidate. Even after qualifying the selection process the candidate may be rendered disqualified at the time of document verification if he / she does not fulfil essential eligibility criteria.
- 2.2 **The selection will not be an employment on AIIMS Raipur pay-roll. Employment will automatically terminate upon completion of the tenure and there is no liability for permanent employment in AIIMS, Raipur or Programme Director. Also, the candidates have no right to claim permanent employment in AIIMS Raipur or UNICEF based on this job.**
- 2.3 **Tenure:** The assignments are purely on contract basis for the period starting from 1 May 2023 to 31 December 2023 **but This appointment will not vest any right to claim by the candidate for regular appointment or Permanent absorption in AIIMS Raipur or UNICEF or for continued contractual appointment.**
- 2.4 **Selected candidates have to complete their probation period of 3 months initially from the date of joining and after completion of probation period, candidates' tenure will be extended for further period**

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- as above mentioned in point no.2.3. Extension of tenure after probation period will purely depend upon the candidate satisfactory performance which will be scrutinized by the Programme Director.
- 2.5 The contract can however be extended by the department depending on the candidate's satisfactory performance and budget grant from the funding agency and continuing requirements for the position
- 2.6 **Expiry of Contract:** The contract will automatically expire on completion of period specified above until it is renewed with mutual consent for the decided period. The contractual appointment can be terminated at any time by either side by giving 30 days' notice or salary in lieu thereof
- 2.7 The candidate who is already in government service shall submit '**No Objection Certificate**' from the present employer at the time of interview.
- 2.8 Record of this recruitment will be preserved for the period of six months from the date of declaration of the result after the completion of the above period all documents related to this recruitment will stand destroyed.
- 2.9 **Accommodation:** No hostel or any other accommodation will be provided by the Institute/Department for attending the interview at any stage of recruitment.
- 2.10 **Leave rule:** Candidate will be entitled for 15 leave (inclusive of all leaves- medical, casual & others during the 1 year contract period) on pro-rata basis. Leave encashment and carryover of leave for tenure will be not admissible.
- 2.11 Canvassing of any kind will lead to disqualification.
- 2.12 Private practice of any type is prohibited.
- 2.13 Candidate is expected to confirm to the rules of conduct and discipline as applicable to the Institute employees.
- 2.14 The decision of the competent authority regarding the selection of the candidate will be final and no representation will be entertained in this regard.
- 2.15 The candidate should not have been convicted by any Court of Law.
- 2.16 In case any information given or declaration by the candidate is found to be false if the candidate has willfully suppressed any material information relevant to his appointment, he/she will be liable to be removed from the service and any action taken as deemed fit by the appointing authority.

Anil Kumar Goel

(Dr. Anil Kumar Goel)

Programme Director (SCoE-SAM)

Professor and Head

Department of Pediatrics, AIIMS Raipur

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3. ANNEXURES - TERMS OF REFERENCES (ToR)& APPLICATION FORMAT

Annexure – 1 :Sr. No. P1- Project Coordinator, No. of Posts - 01 (UR)

Name of the position -Project Coordinator

Purpose of the post: Project Coordinator shall report to the Nodal Person in charge (Project Director) of State Center of Excellence for Nutrition (SCoE4N) at, Department of Pediatrics, AIIMS, Raipur and shall be responsible for providing support in capacity building, monitoring and knowledge management under the SCoE for strengthening the Facility and Community-based management of SAM in Chhattisgarh State. Technical oversight and funding for the position shall be provided by a respected International Development Agency that works across the globe, to promote children's survival, protection and development.

Major duties and responsibilities:

- To look after the overall coordination and functioning of the State Center of Excellence for Nutrition, AIIMS, Raipur.
- Provide techno-managerial support for conducting phase-wise training programs for medical officers and Feeding Demonstrators, staff nurses & other staff of all NRC personnel on SOPs for the management of non-responders/critical cases of children with SAM.
- Support for the establishment of SMART (State of Art 'Severe Acute Malnutrition Referral & Advance Treatment' unit
- Provide techno-managerial support to the SMART unit and Tele mentoring unit housed in AIIMS Raipur
- Provide support in inter-departmental coordination between DWCD and DoHFW/ NHM and Medical Colleges for convergent activities under the SCoE.
- Provide support in establishing supportive supervision mechanism in coordination with NHM, DWCD and stakeholders along with capacity building, data analysis & review of findings and recommendations to the state department.
- Provide techno-managerial support to various operational research/ pilot studies conducted under, Dept. of Pediatrics, AIIMS Raipur
- Rapid assessment support to NRCs in Chhattisgarh state on a sample basis, through the already developed NRC assessment checklist.
- Accreditation of NRCs in Chhattisgarh state in coordination with NHM and UNICEF.
- Provide support in the documentation of best practices followed at SMTUs, NRCs and community and develop resource materials, as required from time to time.
- Facilitate inter-departmental coordination and convergence between DWCD, NHM, Education dept and other line departments and AIIMS Raipur including other development partners to improve implementation of Integrated Management of SAM in Chhattisgarh state.
- Facilitate data analysis and biannual review meetings at the state level with key departments and CoE, AIIMS Raipur, to review the program indicators for CSAM with a focus on sharing bottlenecks identified in supply chain, record keeping, reporting and data validation and communication plan implementation.
- Coordinate monthly/quarterly review meetings at to discuss the findings, gap assessments, data issues and scope for improvement.
- Provide support in documentation / developing progress reports and sharing of best practices/success stories in CSAM and AMB program at community and develop resource materials, as required from time to time.
- Compile and share all field visit trip reports with the Nodal Person for CSAM/AMB and government counterparts.

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- Maintaining and sharing records of trainings held, participant's details, meeting minutes, financial records, and other administrative support to the department for CSAM and AMB programs.
- Facilitate coordination with finance department/research cell/Director's cell of AIIMS for smooth and timely functioning.
- Identification and keeping data of malnourished children visiting to OPD and admitted in Pediatrics wards
- Facilitate travel and other arrangements for field visits to the intervention districts and keep records.
- Any other responsibilities/tasks provided by PD, SCoE4N and UNICEF.

Eligibility criteria:

Essential qualification	Applicants must have post-graduate degree/diploma in Pediatrics/ Community Medicine/ Master's in Public Health Master's degree from a recognized university in one of the disciplines: Nutrition, Public Health; Health Sciences; with at least 3 years of progressive experience of working with Government Health and Nutrition programs at multiple levels of which at least 2 years at State level.
Experience	<ul style="list-style-type: none">• Minimum 3 years of professional work experience in the field of Public Health, public health nutrition especially micronutrient supplementation, child nutrition, emergency nutrition, management of children with SAM, etc.• Prior experience of working with the Government shall be an asset;• Knowledge/ familiarity with Govt systems and national flagship programs such as NHM, ICDS and others.• Experience may be relaxed for candidate with MD in Pediatrics and Community Medicine / Preventive and Social Medicine by competent authority.
Skills and Competencies	<ul style="list-style-type: none">• 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;• Assessment and analysis of anthropometric parameter in Children with the use of Growth chart and tables.• Knowledge of preparation of medical therapeutic diet for malnourished children and its administration.• Knowledge of local language (Hindi) is essential; Fluency in English is desirable• Good analytical, negotiation and communication (oral and written) skills.• Ability to use computer software i.e. MS Office, MS Excel, Power Point and Internet programmes.• Ability to work in harmony with the partners and maintaining poise in difficult situations.• Physically able to move around the project area and willingness to travel to all districts of Chhattisgarh.• Should be a person of good repute/ character, ethics & without any criminal record. No political affiliations.• Should be willing to abide by the code of conduct and child protection policy of the organization during their tenure of providing services.• Good interpersonal communication skills along with computer skill• Should have a personal laptop /computer and expertise in Microsoft Word, Excel and Power point presentation.• Able to facilitate meeting with different stakeholders.


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	<ul style="list-style-type: none">Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.
Professional Fees	Rs 70,000 per month (Consolidated)
Estimated travel	5 days of minimum field travel in a month and/or as per the requirement.
Age limit	Below 45 years (as on the last date of application).
Location	State Centre of Excellence for Nutrition Intervention (SCoE4N) at AIIMS, Raipur
Duration	The project duration is from 01 May 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

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Annexure -II: Sr. No. P2 - State IYCF Coordinator, No. of Posts - 01 (UR)

Name of the position –State IYCF Coordinator

Purpose of the post: IYCF Coordinator will work closely with SCoE4N for coordinating IYCF activities and supporting its practices in coordination with NHM, DWCD, Districts, UNICEF and other line departments and stakeholders to strengthen IYCF practices in the State. Support program implementation effectively to achieve desired targets.

Major duties and responsibilities

- In convergence with the health department, strengthens health facility-level interventions to promote early initiation of breastfeeding across the state.
- Prepare Standard Operating Procedure (SOP) for Breastfeeding Corners, IYCF Counseling Centers, labor rooms and other health facilities supporting IYCF practices.
- Support the health department for effective implementation of MAA program.
- Review existing State IYCF Guideline and support for its revision in the state context.
- Support SIHFW for reviewing the IYCF training package and modifying in state context and strengthening DTT teams through a revised training package.
- Support in the creation of a pool of master trainers.
- Facilitate conduction of IYCF training for health facility staff (functional delivery points) and field functionaries in coordination with SIHFW (through NHM funds).
- Integrate '10 steps of breastfeeding' with DQAC in coordination with QA cell, State Health Society.
- Supporting IYCF training of MOs and ANMs/SNs of all functional delivery points.
- Analyze assessment reports of health facilities for decision-making and advocacy with those data.
- Support for BFHI accreditation for health facilities of the State.
- Support in implementing web-based MIS for IYCF-related activities and programs.
- Establish review mechanisms at district and state levels and take necessary actions.
- Review the program as per work plan and take necessary action.
- Manage financial activities of the project and any other work assigned by the Project Director/ Funding agency.
- Reporting and completion of any work assigned by the Project Director and Project Coordinator. Any other responsibilities/tasks provided by PD, SCoE4N and UNICEF.

Eligibility criteria:

No. of Position	01
Essential qualification	Applicants must have MBBS with Public Health, BDS with Master's in Public Health, AYUSH Graduate with Master's in Public Health, master's degree from a recognized university in one of the disciplines: Nutrition, Public Health; Health Sciences; with at least 3 years of progressive experience of working with government health and nutrition programs at multiple levels of which at least 2 years at State level.
Experience	<ul style="list-style-type: none">• With 3 -5 years of experience in the field of Health and Nutrition. Preference can be given to those who have experience with IYCF-related projects and programs or any government programs.• Experience in managing a large team of support staff at the State and District level for nutrition /health programs• Experience working at the State level in close coordination with Government Officials is desirable.• Previous experience working with UNICEF, or any other UN organization will be of

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	added value.
Skills and competencies	<ul style="list-style-type: none">• Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective relationships with governmental, non-governmental and civil society organizations• Ability to work in harmony with the partners and maintaining poise in difficult situations.• Physically able to move around the project area and willingness to travel to all districts of Chhattisgarh.• Should be a person of good repute/ character, ethics & without any criminal record. No political affiliations.• Should be willing to abide by the code of conduct and child protection policy of the organization during their tenure of providing services.• Good interpersonal communication skills along with computer skill.• Should have a personal laptop /computer and expertise in Microsoft Word, Excel and Power point presentation.• Able to facilitate meeting with different stakeholders.• Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.
Professional Fees	Rs. 70,000/- per month consolidated
Estimated Travel	Minimum 5 days in a month or more as per requirement of program.(Note: Subsistence, Mobility and Contingency support shall be separately provided, to address field travel and related cost incurred by the candidate)
Age limit	Below 45 years (as on the last date of application).
Location	State Center of Excellence for Nutrition- Dept of Pediatrics, AIIMS Raipur and School of Public Health-AIIMS Raipur, Chhattisgarh
Duration	The project duration is from 01 May 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

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Annexure -III: S.No.P3- State COE Admin Coordinator, No. of Posts - 01 (UR)

Name of the Position: State COE Admin Coordinator

Purpose : Under the direct supervision of Project Director- SCoE4N, State COE Admin Coordinator will be placed with Department of Pediatrics/Public Health, AIIMS Raipur for management of admin & HR under the program and perform following duties:

Major duties and responsibilities (including but not limited to):

- Overall coordination and effective implementation of the project.
- Providing leadership, motivating all the project team members to achieve highest standard of the project objective within the time frame.
- Support department for recruitment process of and its overall management. Resolve HR related issues for team of District Coordinators.
- Facilitate timely organization of orientation and training workshops for District Coordinators and Conduct virtual / face to face meeting monthly with the district project coordinators for effective functioning apart from field visits.
- Coordination with team of District coordinators for timely submission of reports and claims.
- Support the remote monitoring of activities done by District Coordinators.
- Coordination with funding agencies and department along with account section for oversight support on timely submission of budget requests, reports and documentation.
- Provide handhold support to District Coordinators on effective execution of program.
- Institutionalize the technical resource packages and share learnings.
- Technical assistance to districts/blocks.
- Maintain all the standard and guideline of AIIMS Raipur and funding agencies as applicable to the project
- Conduct periodic field visits for supportive supervision (AWW, VHSND, growth monitoring, CMAM sessions, NRC, Sub centre, district/block resource centre) and facilitate district action based on field observation.
- Coordinate, facilitate to strengthen data reporting system from districts and conduct desk review of the data
- Analyse existing data with regard to few critical behaviors related to growth monitoring, CMAM, referral of children with SAM and IFA supplementation under AMB at the state level.
- Sharing quarterly analytical progress reports and recommendations based on the evidences with government departments, UNICEF and AIIMS Raipur at the state level.
- Share recommendations to strengthened essential nutrition interventions.
- Collate learnings, good practices from different districts and share at the state level with government, UNICEF and AIIMS Raipur.
- Any other responsibilities/tasks provided by SCoE4N and UNICEF.

Eligibility criteria:

No. of Position	01
Essential qualification	Applicants must have Master's in Nutrition, Public Health, Health management, Hospital Administration, Health Sciences, or another Health-related science field/M. Phil/Master's in Social Work or any similar courses/discipline.
Experience	<ul style="list-style-type: none">• With minimum 5 years of experience in the field of Health and Nutrition. Preference can be given to those who has experience on management of children with SAM or any government programs.• Experience of managing large team of support staff at State and District level for nutrition /health programs.

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Department of Pediatrics

अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर, छत्तीसगढ़

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	<ul style="list-style-type: none">• Experience of working at State level in close coordination with Government Officials is desirable.• Should be thorough with managing admin procedures.• Previous experience of working with UNICEF or any other UN organization will be of added value.
Skills and competencies	<ul style="list-style-type: none">• Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective relationships with governmental, non-governmental and civil society organizations.• Ability to work in harmony with the partners and maintaining poise in difficult situations.• Physically able to move around the project area and willingness to travel to all districts of Chhattisgarh.• Should be a person of good repute/ character, ethics & without any criminal record. No political affiliations.• Should be willing to abide by the code of conduct and child protection policy of the organization during their tenure of providing services.• Good interpersonal communication skills along with computer skill.• Should have a personal laptop /computer and expertise in Microsoft Word, Excel and Power point presentation.• Able to facilitate meeting with different stakeholders.• Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.
Professional Fees	Rs. 60,000/- per month (Consolidated).
Estimated Travel	Minimum 5 days in a quarter(Note: Subsistence, Mobility and Contingency support shall be separately provided, to address field travel and related cost incurred by the candidate)
Age limit	Below 45 years (as on the last date of application).
Location	State Center of Excellence for Nutrition- Department of Pediatrics, AIIMS Raipur and School of Public Health-AIIMS Raipur, Chhattisgarh.
Duration	The project duration is from 01 May 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

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Annexure IV: Sr. No. P4.- District Nutrition Coordinators, No. of Posts - 16 (UR)

Name of the position : District Nutrition Coordinator

Purpose : Work for effective implementation of the nutrition programs at district & block level in close coordination with District Administration, CMHO, DPO/DSWO, other line departments/stakeholders and ensure its reach to beneficiaries , households. Strengthening of activities to achieve its desired goals through monitoring, management and convergence of the program.

Major duties and responsibilities

- Work closely with DPO-ICDS and CMHO for better coordination and implementation of SAM management/CMAM and AMB program as per protocol at facility and the community level.
- Build rapport with different government departments within the district and strengthen district convergence committee for better coordination.
- Coordinate, facilitate to strengthen data reporting system at the district level and conduct desk review of the data.
- Coordinating with DPO-ICDS for conducting training related to GMP, CMAM, POSHAN Abhiyaan and other nutrition programs.
- Coordinate with NRC for improving BoR, Cure rate and monitoring feeding/medicine protocols along with referral of SAM children at the district level.
- Analyze existing data with regard to few critical behaviors related to growth monitoring, CMAM, referral of children with SAM and IFA supply at the district level.
- Sharing quarterly analytical progress reports and recommendations based on the evidence with government departments, UNICEF and WV India at the districts.
- Share recommendations for strengthening of essential nutrition interventions at State/District level.
- Collate learnings, good practices from different blocks and share at the district level.
- Support districts for development of district convergence action plan for nutrition.
- Periodic field visits for supportive supervision (AWW, VHSND, growth monitoring, CMAM sessions, NRC, sub-centre, block/district drug store) and facilitate district action based on field observations.
- Technical assistance to districts/blocks/field/household.
- Facilitate and provide technical assistance in the capacity building of AWWs, Supervisors, CDPOs, and other field functionaries for smooth implementation of Poshan Abhiyaan , CMAM Programme, AMB mission etc.
- Any other responsibilities/tasks provided by ICDS, SCoE4N-AIIMS Raipur and reporting and completion of any work assigned by Project Director and Project Coordinator.
- Any other responsibilities/tasks provided by SCoE4N and UNICEF.

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State Centre of Excellence for Nutrition Intervention (SCoE4N)

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Department of Pediatrics

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Eligibility criteria:

No. of position	16 (At District level)
Essential qualification	Master's in Nutrition, Public Health, Nutritional Epidemiology, Global/International Health and Nutrition, Health/Nutrition Research, Policy and/or Management, Health Sciences, Nutritional Epidemiology, or another Health-related science field/Master's in Social Work or any similar courses/discipline.
Experience, Skills and Competences	<ul style="list-style-type: none">• 3 -5 years of experience in the field of Health and Nutrition. Preference can be given to those who has experience on management of children with SAM or any government programs.• Must have experience of Community based management of Acute Malnutrition program/program implementation at least for a year at district level.• Should have good communication and skills.• Ability to monitor and review data and share with stakeholders.• Should be a person of good repute/ character, ethics & without any criminal record. No political affiliations.• Should be willing to abide by the code of conduct and child protection policy of the organization during their tenure of providing services.• Good interpersonal communication skills along with computer skill• Should have a personal laptop /computer and working knowledge of Microsoft Word, Excel and Power point presentation.• Familiar with survey tools e.g., Kobo toolbox, google forms etc.• Physically able to move around the project area.• Able to facilitate meeting with different stakeholders• Should have coordination and networking skills.• Should be willing to abide by the code of conduct and child protection policy of the organization during their tenure of providing services.• Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.
Professional Fees	Rs. 40,000 /-per month(Consolidated).
Estimated Travel	As per the requirement (Note: Subsistence, Mobility and Contingency support shall be separately provided, to address field travel and related cost incurred by the candidate)
Age limit	Below 45 years (as on the last date of application).
Location	At district Head quarter (All districts of Chhattisgarh except Narayanpur and Sukma) One candidate placed at one district head quarter will be providing support in adjoining district
Duration	The project duration is from 01 May 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

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Annexure V: Sr. No. P5- Statistician/Data Manager- 01, No. of Posts - 01 (UR)

Name of the position: Statistician/ Data Manager

Purpose: Under the direct supervision of Principal Investigator- SCOE, State Nutrition Coordinator (MIS) will be placed with SCOE4N to analyze the situation of program with analytical findings and perform following duties.

Major duties and responsibilities (including but not limited to):

- Facilitate data analysis and review meetings with block and district officials/teams to review the programme indicators for nutrition and CMAM programme.
- Support state level review meetings with SCOE4N officials, District Coordinators, State and District officials and support staff through data analysis.
- Organize and conduct state level trainings on streamlining data systems and MIS to support CMAM and other nutrition interventions reporting mechanism.
- Support SCOE4N to develop online monitoring mechanism for district team and state officials and generate monthly monitoring reports.
- Documentation/ developing progress reports/ annual reports and sharing of best practices/success stories for various nutrition related MIS and CMAM programme.
- Facilitate planning and capacity development on MIS for CMAM, IYCF and AMB in collaboration with SCOE, UNICEF, DWCD and NHM.
- Develop quarterly self-assessment status based on the performance assessment tool.
- Share recommendations for strengthening of essential nutrition interventions.
- Collate learnings, good practices from different blocks and share at the district level.
- Any other task delegated by the authority.
- Reporting and completion of any work assigned by Project Director and Project Coordinator.
- Monthly/quarterly assessment of the data collected by the District Coordinators.
- Any other responsibilities/tasks provided by SCOE4N and UNICEF.

Eligibility criteria:

No. of position	01
Essential qualification	Applicants must have a post-graduate degree in Statistics, Information technology, Data management, Health Informatics, Public Health Nutrition, Health Management, Health Administration, Epidemiology/Social Science or related field.
Experience	<ul style="list-style-type: none">• At least 3 years of experience of handling data especially in nutrition projects and the Health and ICDS system is essential.• Experience of managing programs with nutrition /health programs and knowledge of HMIS, POSHAN Tracker is preferred.• Experience of working at State level in close coordination with Government Officials is desirable.• Previous experience of working with any academia or UN organization will be of added value.
Skills and competencies	<ul style="list-style-type: none">• Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective relationships with governmental, non-governmental and civil society organizations.• Should be able to develop Applications/programmes for data management online.



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	<ul style="list-style-type: none">• Skills and knowledge in managing community based public health, livelihood, rural development and nutrition programs including capacity building is essential• Knowledge of computer applications (Word, Excel, Power Point, other presentation software) is must and knowledge and understanding of statistical tools like SPSS, STATA, Atlas TI, Epi Info etc. and familiarity with the KoBoToolbox, Google forms etc. added advantage.• Ability to work in harmony with the partners and maintaining poise in difficult situations.• Experience in data analysis and report writing is essential.• Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.• Willingness to travel to all districts of Chhattisgarh.
Professional Fees	Rs. 35,000 /- per month (Consolidated).
Estimated Travel	Minimum 5 days in a month (Note: Subsistence, Mobility and Contingency support shall be separately provided, to address field travel and related cost incurred by the candidate)
Age limit	Below 40 years (as on the last date of application).
Location	State Center of Excellence for SAM Management- Dept of pediatrics, AIIMS Raipur and School of Public Health-AIIMS Raipur, Chhattisgarh
Duration	The project duration is from 01 May 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

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Annexure -VI: Sr. No. P6-Lactation Counsellor /Consultant, No. of Posts - 01 (UR)

Name of the position – Lactation Counsellor /Consultant

Purpose of the post: The Lactation consultant will be placed with IYCF resource center under State Center of Excellence for Nutrition to promote and support lactation activities and breastfeeding practices in state mainly in facility settings. The consultant will support to improve the breastfeeding practices by bringing global and national expertise related to IYCF on board and guide the consortium accordingly.

Major duties and responsibilities

- In convergence with health department, strengthens health facility-level interventions to promote early initiation of breastfeeding across the state.
- Support State and District level trainings on lactation
- Support to develop cadre of lactation counsellors
- Visit ward of SCOE and guide parents about standard feeding practices
- Identifying cases of lactation failures in facility setting and support for management
- Support the cadre for identifying eligible candidates for IBCLB trainings
- In coordination with IYCF coordinator and NHM, identify the load of training of lactation management and develop the training calendar
- Support the implementation of Standard operating procedure (SOP) for Breastfeeding Corners, IYCF Counseling Centers, labor rooms and other health facilities supporting IYCF practices
- Facilitate conduction of IYCF trainings for health facility staff (functional delivery points) and field functionaries in coordination with SIHFW (through NHM funds)
- Develop monitoring mechanism for lactation management in high case load facilities
- Support health facilities for BFHI Accreditation
- Reporting and completion of any work assigned by Project Director and Project Coordinator.

Eligibility criteria:

No. of Position	01
Essential qualification	Applicants must have master's degree from a recognized university in one of the disciplines: Nutrition, Public Health; Health Sciences; Nursing, Research, Policy and/or Management or other Management Education or another health-related science field.
Experience	<ul style="list-style-type: none">• Minimum 3 years of experience in the field of health and nutrition. Preferably at least 3 years of progressive experience of working with government health and nutrition programs at multiple levels of which at least 2 years at facility level. Preference can be given to those who has experience on IYCF related projects and programme or any government programs.• Experience of managing large team of support staff at State and District level for nutrition /health programs• Experience of working at State level in close coordination with Government Officials is desirable• Previous experience of working with any facility as lactation counsellor would be of added value.
Skills and competencies	<ul style="list-style-type: none">• Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective relationships with governmental, non-governmental and civil society organizations• Ability to work in harmony with the partners and maintaining poise in difficult

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State Centre of Excellence for Nutrition Intervention (SCoE4N)

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	<p>situations.</p> <ul style="list-style-type: none">• Physically able to move around the project area and willingness to travel to all districts of Chhattisgarh• Should be a person of good repute/ character, ethics & without any criminal record. No political affiliations• Should be willing to abide by the code of conduct and child protection policy of the organization during their tenure of providing services• Good interpersonal communication skills along with computer skill• Should have expertise in Microsoft Word, Excel and Power point presentation• Able to facilitate meeting with different stakeholders• Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.
Professional Fees	Rs. 35,000/- per month (Consolidated).
Estimated Travel	Minimum 5 days in a month (Note: Subsistence, Mobility and Contingency support shall be separately provided, to address field travel and related cost incurred by the candidate)
Age limit	Below 45 years (as on the last date of application).
Location	State Center of Excellence for Nutrition- Department of Pediatrics, AIIMS Raipur and School of Public Health-AIIMS Raipur, Chhattisgarh
Duration	The project duration is from 01 May 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

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Annexure -VII: Sr. No.P7–Pediatrician/Medical Officer (UR)

Name of the position –Pediatrician/Medical Officer

Purpose of the post: The Pediatrician will be placed at State Centre of Excellence for Nutrition (SCoE4N) for managing SMART unit of SCoE4N, planning and conducting telemonitoring of Nutrition Rehabilitation Centres (NRCs) of State and support activities in the strengthening of all NRCs in coordination with NHM, DoHFW. Further he will produce an analysis of findings and recommendations and support in improving facility-based management of SAM in the state.

Major duties and responsibilities

- Clinical and overall management of SMART Unit established under SCoE4N for management of children with SAM in close coordination with SCoE4N.
- Support NHM in strengthening services of FSAM at NRC by effective planning of monitoring and supportive supervision activities in coordination with NHM and SCoE4N.
- Develop checklists and monthly plan for conducting telemonitoring in close coordination with PD, SCoE4N.
- Conduct Telemonitoring of NRC in consultation with PD SCoE4N and UNICEF on regular basis and as per plan.
- Clinical guidance for managing SAM children under tele OPD to the remote NRCs
- Support in the development of linkages with State Medical colleges for supportive supervision.
- Prepare analysis of findings with necessary recommendations and advocate it with NHM.
- Make plan for critical findings with improvement strategies.
- Coordinate with NCoE, SCoE, NHM, UNICEF as and when required.
- Identification of necessary points of concern and highlighting it within the team.
- Prepare monthly reports, monitoring reports and other documents as per requirement.
- Work on recommended points for improvement of FSAM activities.
- Reporting and completion of any work assigned by Project Director and Project Coordinator.

Eligibility Criteria:

No. of Position	01
Essential qualification	Applicants must have MBBS degree with 3 years clinical experience in Pediatrics, Child Health Unit and /or MD in Pediatrics.
Experience	<ul style="list-style-type: none">• Clinical experience in facility and community level is required for the position.• Progressive experience of working with government health and nutrition programs will be an asset.• Experience in managing child facility unit clinically as well as managerial would be of added value.• Experience of managing large team of support staff at State and District level for nutrition /health programs will be an asset.• Experience of managing Severe Acute Malnourished cases is an asset.• Experience of working at State level in close coordination with Government Officials is desirable• Previous experience of working with any facility as would be of added value.
Skills and competencies	<ul style="list-style-type: none">• Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective relationships with governmental, non-governmental and civil society organizations

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	<ul style="list-style-type: none">• Ability to work in harmony with the partners and maintaining poise in difficult situations.• Physically able to move around the project area and willingness to travel to all districts of Chhattisgarh.• Should be a person of good repute/ character, ethics & without any criminal record. No political affiliations.• Should be willing to abide by the code of conduct and child protection policy of the organization during their tenure of providing services.• Good interpersonal communication skills along with computer skill.• Should have expertise in Microsoft Word, Excel and Power point presentation• Able to facilitate meeting with different stakeholders.• Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.
Professional Fees	Rs. 80,000/- per month (Consolidated).
Age limit	Below 45 years (as on the last date of application).
Location	State Center of Excellence for Nutrition- Department of Pediatrics, AIIMS Raipur and School of Public Health-AIIMS Raipur, Chhattisgarh
Duration	The project duration is from 01 May 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.

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ANNEXURE VIII : APPLICATION FORMAT

Name of the Position applying:

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Serial number of the position as per advertisement:

I . PERSONAL DETAILS	
Name of the candidate (in block letter):	
Name of Father/Mother/Husband/Guardian:	
Identification mark	
Postal Address (current):	
Postal address (permanent):	
Pin Number:	
City and State :	
Contact number :	
Email Id :	
Date of Birth (DD/MM/YY)	
Gender : (Male/Female/other	
Caste: (Gen/ST/SC/OBC/EWS)	

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II. EDUCATIONAL QUALIFICATION (Start from highest degree)

Name of degree/diploma	Subject/Discipline	University/Institute/College	Year of Passing final examination	Marks Obtained (Percentage)	For office use only Verified (Y/N)

III. Any specific training/ awards/ publication/achievement in the required field:

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IV. Work Experience

Details of employments (**in chronological order**) enclose separate sheet, duly authenticated by your signature if the space below is insufficient.

S N	Name of the Office/Institute/ Organization)	Post Held	Duration of Experience		Total Duration of Experience Year(s), Month(s),day (s)	Nature of Duties
			From	To		
1.						
2.						
3.						
4.						
5.						
Total work experience		Year(s).....		Month(s).....	



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- If any other relevant work experience: (plz add extra sheets) mention details of extra sheets added , if any :

- If selected, what period would you require for joining the post:

I solemnly affirm that the information furnished above is true and correct in all respects to the best of my knowledge. I have not concealed any information. I undertake that any information furnished here in if found to be in correct or false, then I shall be liable for action as per rules in force.

Name of Candidate:

Signature of Candidate:

Date:

Place

Reference:-

1.

2.