

**AYUSHMAN BHARAT- NATIONAL HEALTH PROTECTION MISSION****Applications invite for following posts**

<b>Post Name</b>	<b>Qualification and experience</b>
District Program Coordinator (1) Rs 50 to 70 thousand	MBBS/BHMS/BAMS/BUMS/BDS; Preferable-MBA in Healthcare or Master of Public Health Full time Regular university degree with at least 5 years' experience.
District information Systems Manager (1) (Rs. 40000)	B-Tech in Computer Sc./IT/Math & Computing/Data Science/MCA Minimum of 5 years' experience in implementation and managing information systems. <b>Desirable:-</b> i. Experience in insurance industry IT system maintenance would be an advantage. ii- Familiarity with insurance enrolment and claims IT systems shall be an added advantage.
District Grievance Manager (1) (Rs. 40000)	MBA or Postgraduate Diploma in Business administration or Master in Hospital/Health Administration or MBA in Health care. At least 5 years' experience in managing public relation/social audits/monitoring of large public sector programme (preferably health sector project). Or similar experience in marketing/customer Service/grievances of a large private sector/PSU organization preferably in insurance sector.

Honrarium is fixed no other allowances are admissible. Application form can be downloaded from website **www.kanpurnagar.nic.in**. Scan copy of duly completed application form along with all relevent self attested documents in support of education, skill & experiance must be sent at email id **ayushmanbharatknnp@gmail.com** on or before 27-08-2018 at 5 PM. Original copy should also be submitted in C.M.O. office by 27-08-2018. Only shortlisted condidates will be contacted for intreview thourgh telephone/email id/website .

**Adderss: 100 Gandhi Gram G.T. Road, Ramadevi,  
Kanpur Nagar-208007.**

**(Dr. Ashok Shukla)  
Chief Medical Officer. Kanpur Nagar**

**आयुष्मान भारत-नेशनल हेल्थ प्रोटेक्शन मिशन**  
**आवेदन पत्र का प्रारूप**

पासपोर्ट  
साइज फोटो

1. विज्ञापन संख्या :
2. आवेदित पदों का नाम :  
(एक पद से अधिक दे सकते हैं)
3. आवेदक का नाम:-
4. पिता/पति का नाम:-
5. जन्म तिथि :.....आयु:-.....
6. पता :  
(अ) स्थाई पता :.....  
.....  
(ब) पत्र व्यवहार का पता :.....  
.....  
(स) मोबाइल न0:.....  
(द) ई0-मेल आईडी0:.....
7. श्रेणी-जाति: सामान्य/अन्य पिछड़ा वर्ग/अनुसूचित जाति/जन जाति।
8. शैक्षिक योग्यता : (सेपरेट सीट संलग्न करें )

क्रम सं०	परीक्षा का नाम	बोर्ड/विश्वविद्यालय का नाम	विषय	उत्तीर्ण वर्ष	प्राप्तांक	प्रतिशत

9. अनुभव प्रमाण पत्र:-

क्रम सं०	संस्थान का नाम	पद नाम	कब से कब तक	अनुभव

**घोषणा**

मैं एतद्वारा घोषणा करता/करती हूँ कि आवेदन पत्र में दिये गये समस्त विवरण मेरी जानकारी के अनुसार पूर्णतया सत्य हैं। यदि इनमें कोई भी सूचना असत्य पाई जाती है तो मेरा आवेदन पत्र/नियुक्ति किसी भी समय बिना किसी पूर्व सूचना के निरस्त किया जा सकता है। मैंने अपनी जानकारी में कोई तथ्य छिपाया नहीं है।

दिनांक :

स्थान :

अभ्यर्थी के हस्ताक्षर



# Annexure-1

## Guidelines for qualification, scope of work and Emoluments

SN.	Position	Qualification	Scope of work	Emoluments
1	District Program Coordinator (1)	<p><b>Essential qualification-</b> MBBS/BHMS/BAMS/BUMS/BDS; Preferable- MBA in healthcare or Master of Health/Hospital Admin or Master of Public Health full time regular university degree with at least 5 years' experience.</p>	<ul style="list-style-type: none"> <li>• Supervises the operations at district level including overall administration of AB-NHPM in the district.</li> <li>• Ensuring compliance with the guidelines on beneficiary identification, utilization of services, awareness generation, expansion of hospital network, monitoring, audit, training, reporting, MIS etc.</li> <li>• Maintaining the quality and timeliness of programme data for report generation.</li> <li>• Random reviews of pre-authorizations and claims</li> <li>• Work with the teams across functions and other stakeholders to ensure smooth flow of data to state level on a periodic basis</li> <li>• Organize routine, periodical and surveillance visits to all the entities participating in the scheme to ensure that all processes are running as per defined standards</li> </ul> <p><b>Required Skills:</b></p> <ul style="list-style-type: none"> <li>• Strong analytical and management skills</li> <li>• Ability to manage teams</li> <li>• Strong strategic focus and project management skills.</li> <li>• Excellent interpersonal and communication skills.</li> <li>• Ability to operate effectively with people at all levels.</li> <li>• Strong business focus</li> <li>• Fluent in English language</li> </ul>	<p>1- Rs. 50,000 per month to the candidates having qualification of MBBS/BHMS/BAMS/BUMS /BDS having at least 5 years of experience.</p> <p>2- Rs. 70,000 per month to the candidates having qualification of MBBS/BHMS/BAMS/BUMS /BDS With full time regular university degree of – MBA in Healthcare or Master of Health/ Hospital Administration or Master of Public Health and having at least 5 years of experience.</p>

2	District Information Systems Manager (1)	<ul style="list-style-type: none"> <li>• B Tech in Computer Sc./ IT/Math &amp; Computing/Data Science/MCA •Minimum of 5 years' experience in implementing and managing information systems.</li> </ul> <p><u>Desirable:</u></p> <ul style="list-style-type: none"> <li>• Experience in insurance industry IT system maintenance would be an advantage</li> <li>• Familiarity with insurance enrolment and claims IT systems shall be an added advantage</li> </ul>	<ul style="list-style-type: none"> <li>• Helping hospitals and implementing agencies (Insurer/ISA) with use of the Information system</li> <li>• Ensuring uptime of hardware and software, availability of data, integrity &amp; security of data</li> <li>• Understand the software functional requirements for the smooth functioning of the scheme.</li> <li>• Overall supervising and managing IT tasks for implementation of the scheme</li> <li>• Maintaining high standards of Quality of process documentation and implementation</li> <li>• Participate in the meetings convened with senior officers of the state</li> <li>• Oversees troubleshooting, systems backups, archiving, and disaster recovery and provides expert support when necessary</li> <li>• Work with the teams across functions and other stakeholders to ensure smooth flow of data to Dashboard on a periodic basis</li> <li>• Ensuring data security and implementation of access protocols for data as defined by senior management</li> </ul> <p><u>Required Skills:</u></p> <ul style="list-style-type: none"> <li>• Strong analytical skills</li> <li>• Excellent interpersonal and communication skills</li> <li>• Excellent command of the English language</li> <li>• Experience of working in the IT department of a large organization</li> </ul>	Rs. 40,000 per month
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3	District Grievance Manager (1)	<p>MBA or Postgraduate Diploma in Business Administration or Master in Hospital/Health Administration or MBA in healthcare.</p> <p>•At least 5 years' experience in managing public relations/social audits/monitoring of large public sector programmes (preferably health sector projects). Or similar experience in marketing/customer service/grievances of a large private sector/PSU organization preferably in insurance sector</p>	<ul style="list-style-type: none"> <li>• Help in setting up of District Grievance Redressal Committee (DGRC) as per AB-NHPM guidelines.</li> <li>• Help formulate a plan to make all the stakeholders aware of their rights and duties under AB-NHPM, to implement this plan, to help stakeholders perform under full information, to prevent the grievances from arising.</li> <li>• Managing complaints and grievances in timely manner</li> <li>• Responsible for organizing regular meetings of DGRC</li> <li>• Help state carry out grievance process audit in a timely manner</li> <li>• Manages communication campaigns to make beneficiaries aware of contours of the scheme and also their rights</li> <li>• Popularize call-center and website details for logging grievances</li> </ul> <p><u>Required Skills:</u></p> <ul style="list-style-type: none"> <li>• Strong analytical skills</li> <li>• Excellent interpersonal and communication skills</li> <li>• Excellent command of the English and local language</li> </ul>	Rs. 40,000 per month
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