



CITY HEALTH SOCIETY
National Urban Health Mission, Rourkela
National Health Mission, Odisha
Deptt. of Health & Family Welfare, Govt. Of Odisha



ADVERTISEMENT FOR THE ENGAGEMENT OF CONTRACTUAL AND PART-TIME POST ,NUHM,ROURKELA

(ଚୁକ୍ତିଭିତ୍ତିକ ଏବଂ ପାର୍ଟ-ଟାଇମ୍ ପଦବୀ ନିଯୁକ୍ତି ପାଇଁ ବିଜ୍ଞାପନ)

Adv No : 813

Date: 08/04/2026

Applications are invited from eligible candidates for engagement under National Urban Health Mission (NUHM), Rourkela, Odisha on contractual (Sl. No 01 and 02) and part-time session wise payment basis (Sl. No. 03 and 04) for the following posts

Sl. No	Name of the post	No. of Vacancies	Remarks
01	Medical Officer-UAAM-HWC	As per requirement	Interested candidates are advised to visit the official website www.Sundargarh.odisha.gov.in for details regarding eligibility criteria, qualification, remuneration and application procedure etc.
02	Data Assistant Cum Accountant - NUHM	2 nos.	
03	Part time Physiotherapist	As per requirement	
04	Part-time Nutritionist	As per requirement	

Sd/-
Addition District Urban
Public Health Officer, Rourkela



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(ଚୁକ୍ତିଭିତ୍ତିକ ଏବଂ ପାର୍ଟ-ଟାଇମ୍ ପଦବୀ ନିୟୁତ୍ତି ପାଇଁ ବିଜ୍ଞାପନ)

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Applications are invited from eligible candidates for engagement under National Urban Health Mission (NUHM), Rourkela, Odisha on contractual (Sl. No 01 and 02) and part-time session wise payment basis (Sl No. 03 and 04) for the following posts and subject to renewal as per City Health Society, Rourkela terms & conditions.

Sl. No.	Name of The Post	No of Vacancies	Consolidated Remuneration	Age as on the date of advertisement	Eligibility Criteria
1	Medical Officer- JAAM-HWC	As per requirement	Rs 67,540 /- + P.I.	Age up to 70 years	Passed MBBS or equivalent degree from Medical College or Medical Institution, recognized by Medical Council of India and having a valid registration certificate under Odisha Medical under Odisha Medical Registration rule 1965.
2	Data Assistant cum accountant - NUHM	02	Rs. 16,634/- +PI	Age up to 40 years	The candidate must be a Graduate in Commerce with minimum 50% marks in aggregate and also must have passed PGDCA/ DCA / Odisha State Certificate in Information Technology (OS-CIT) Course of Odisha Knowledge Corporation Limited (Six months duration) or any equivalent courses from a recognized institute.
3	Part time Physiotherapist	As per requirement	Rs. 750/- per session (Maximum two sessions per day, 04 Days per week)	Age up to 45 years	The candidate must have passed Bachelor Degree in Physiotherapy (B.P.T) from a recognized Institution / University. The Degree must be 4 ½ year of full time course including 06 month compulsory internship.
4	Part-time Nutritionist	As per requirement	Per Session -Rs.750/- (Maximum two session per day 04 day per week)	No age bar	The person should have BSc(Home Science)/Post Graduation in Home Science/ Nutrition in from recognized institutions

The above position is purely temporary and co-terminus with the scheme. Interested candidates can log on to www.Sundargarh.odisha.gov.in for details of vacancy, eligibility criteria, age, application form etc. Candidates fulfilling the eligibility criteria may apply in the Prescribed format duly signed by the candidate along with self attested copies of all supportive documents shall however be sent to the "Office of the ADUPHO, ROURKELA, UCHC PANPOSH, ROURKELA, SUNDARGARH, ODISHA, PIN - 769004" so as to reach us on or before dt. **29-04-2026 (by 01.00 P.M.)** through Regd. Post / Speed Post only. The envelope containing the application should be super scribed clearly name of the post applied for. No application will be received after scheduled date and time. The authority reserves the right to cancel any or all application without assigning any reason thereof. The vacancy shown in advt. is provisional & subject to change as per requirement. The finalization of selection If any revised guideline will be received from state NHM office regarding the selection of the said post then the selection will be done as per the revised guideline.

Sd/-
Addition District Urban
Public Health Officer, Rourkela

APPLICATION FORM

Advertisement No.			Photograph				
Name of the Post			Identity Proof No.				
1. Applicant Name:							
2. Father's Name:							
3. Date of Birth:		4. District of Domicile:	5. Sex:				
6. Age as on 01.04.2026							
7. Present Contact Address:			8. Contact Telephone No. :-				
Permanent Contact Address:			Mobile No:-				
9. Email Address:							
10. Languages spoken/written:							
11. Professional Qualification details:							
Sl. No.	Exam Passed	Name of Board / University	Year of passing	Marks (excluding 4th optional)			Duration of Course
				Full Mark	Marks Secured	% of Marks	

12. Employment Record:-

Total years of post qualification experience:-

13. Experience Details (starting from present / last employment):-

Name of the Employer	Post Held	From Date	To Date	Total	
				Year	Month

Declaration: I do hereby declare that the information furnished above are true to the best of my knowledge and belief and that, if at any stage, it is found that any of the above material information is false / incorrect or is suppressed by me, my candidature / appointment under City Health Society, NUHM, Rourkela, OSH&FWS, Odisha is liable to be rejected / terminated. I also declare that I have never been disengaged from service under the OSH&FWS, Odisha on administrative ground such as disobedience / poor performances/ misbehavior/ criminal activity etc.

Date:

Place:

14. List of enclosure(s):-

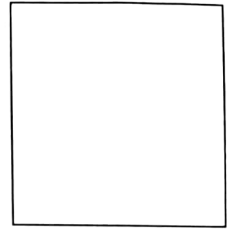
Full Signature of the Applicant

Note:

1. The following documents are to be enclosed along with the application:
 - a. Two copies of passport size colour self attested photographs. One copy of self attested photograph will however to affixed at the position in the application form.
 - b. Self attested photocopies of all documents in support of age, qualification, experience etc.
 - c. Self attested photocopy of Identity Proof (Voter ID card / PAN card / Driving License / Adhar card / Passport).

APPLICATION FOR EMPANELMENT OF

Name of the Candidate :



Specialization :

Father's Name :

City Name:

Sex :

Nationality :

Communication Address :

Permanent Address :

Telephone Number :

Email ID :

Date of Birth(Copy of Proof) :

Qualification(Copy of Proof) :

(HSC / +2 / BPT / BSc(Home Science)/Post Graduation in Home Science/ Nutrition / Registration No. and Photo ID Proof Photocopy to be Enclosed.)

Present Position :

Signature & Date

1. Medical Officer-UAAM-HWC

Qualification:-

Passed MBBS or equivalent degree from Medical College or Medical Institution, recognized by Medical Council of India and having a valid registration certificate under Odisha Medical under Odisha Medical Registration rule 1965.

Upper Age limit:- Age up to 70 years

2. Data Assistant cum accountant

Qualification:-

The candidate must be a Graduate in Commerce with minimum 50% marks in aggregate and also must have passed PGDCA / DCA / Odisha State Certificate in Information Technology (OS- CIT) course of Odisha Knowledge Corporation Limited (Minimum 06 months course duration) or any equivalent courses from a recognized institute.

Upper Age limit:- Age up to 40 Year.

Selection Procedure:-

- Mark Assessment (Graduation in Commerce) – 40 Marks
- Computer Test – 20 Marks
- Viva – Voce – 40 Marks

Candidates shall only be shortlisted as per criteria given in the advertisement. A merit of such shortlisted candidates shall be made in accordance with their percentage of mark in aggregate. Candidate 10 times the number of vacancies shall be called for computer Test and Viva – Voce. The final merit list shall be prepared by adding the marks in all the three stages i.e. Mark Assessment, Computer Test and Viva – voce etc.



Terms of Reference (ToR) of Data Assistant cum Accountant for UPHC

1. To provide support to the MO (I/C) for effective planning and monitoring of the programmes.
2. To support MO (I/C) in day to day updating and up-keep of the data / Information relating to finance.
3. To ensure collection, compilation and reporting of all data related to HMIS, MCTS, HR and infrastructure of UPHC / UCHC, etc.
4. To collect and validate data provided by ANMs.
5. To support MO (I/C) for timely organisation of EC and GB meeting of the UPHC / UCHC.
6. To maintain all financial records and accounts of all fund made available to the UPHC / UCHC.
7. To support and organise payment to ANMs, ASHA incentive and maintain related accounts & data base including those of untied fund provided to UPHC / UCHC & MAS, etc.
8. To maintain store records related to fixed assets.
9. To maintain all physical & financial data in the form of MIS.
10. Reporting of utilisation certificates & SoEs, etc.
11. Provide handholding support to MAS, WKS in maintenance of records & utilisation of untied fund if any.
12. To support MO (I/C) during the organisation of monthly / quarterly meetings, workshop, consultation, training, etc.
13. Other assignment as assigned from time to time.



03. Part time Physiotherapist

Sl. No.	Criteria	Details
1.	Qualification	Eligibility : The candidate must have passed Bachelor Degree in Physiotherapy (B.P.T) from a recognized Institution / University. The Degree must be 4 ½ year of full time course including 06 month compulsory internship. Reporting : Medical Officer of the UPHC/UHC
2.	Age limit	45 years as on date of advertisement
3.	Days & time of service	Fixed day assured service will be provided in the UPHC OPD/ OPD will be opened once in a week from 8 A.M. to 11 A.M. and 5 P.M. to 8 P. M. (6 hours a day). Separate OPD register will be maintained for specialist service.
4	Job description of physiotherapist	The physiotherapist will treat the patients at the institution and in case need, the patient will be referred to the referral institutions. Separate register will be maintained for the respective department.
5	Part time physiotherapist remuneration	Remuneration/fees will be paid to the Part time physiotherapist @750/- per session (First or Second session).
6	Selection procedure	The CHS/DHS will engage the Part time physiotherapist available from the panel. The candidate will apply as per the standard prescribed format. In case need, the CHS/DHS may conduct the interview of the candidate.
7	Name of the – UPHC- Poly Clinic	Urban Primary Health Centres (UPHC)- Poly Clinic shall be allotted by City Health Society/District Health Society.
8	Attendance and payment procedure	Bio metric machine available in the institutions will be used for attendance of specialist. In case of non availability of bio metric machine, manual attendance to be maintained in the facility. The total amount as per the sessions held during the month will be transferred to the bank account of the Part time physiotherapist .
9	Records	Separate OPD register for the patient will be maintained in the institution
10	Reporting	Medical Officer of the UPHC- Poly Clinic

03. Part-time Nutritionist

ELIGIBILITY CRITERIA FOR NUTRITIONIST

Sl. No.	Criteria	Details
1.	Qualification	The person should have BSc(Home Science)/Post Graduation in Home Science/ Nutrition in from recognised institutions
2.	Age limit	No age bar
3.	Days & time of service	Fixed day assured specialist service will be provided in the UPHC OPD/ Outreach services (when required). OPD will be opened once in a week from 8 A.M. to 11 A.M. and 5 P.M. to 8 P.M. (6 hours a day). Separate OPD register will be maintained for specialist service.
4	Job description of nutritionist	The nutritionist will treat the patients at the institution and in case need, the patient will be referred to the referral institutions. S/he will conduct confirmatory Screening of SAM cases , Anaemia screening adolescents , Counselling services, Periodic demonstration of local made Nutritious food &Referral Separate register will be maintained for the respective department.
5	remuneration	Remuneration/fees will be paid to the specialist @750/- per session.
6	Selection procedure	The CHS/DHS will engage the specialist available from the panel. The candidate will apply as per the standard prescribed format. In case need, the CHS/DHS may conduct the interview of the candidate.
7	Name of the – UPHC- Poly Clinic & UPHC	Urban Primary Health Centres (UPHC)- Poly Clinic / UPHC shall be allotted by City Health Society/District Health Society.
8	Attendance and payment procedure	Bio metric machine available in the institutions will be used for attendance of specialist. In case of non availability of bio metric machine, manual attendance to be maintained in the facility. The total amount as per the sessions held during the month will be transferred to the bank account of the specialist.
9	Records	Separate OPD register for the patient will be maintained in the institution
10	Reporting	Medical Officer of the UPHC- Poly Clinic / UPHC

DETAILS OF DELIVERABLES AND QUALIFICATION OF SPECIALISTS

Sl. No.	Name of the posts	Deliverables /TOR	Qualification	Age bar
01	<u>Part-time Nutritionist</u>	The consultant will provide the support for Consultation, screening, diagnostics ,counselling and referral (Screening of the SAM child referred from the UHND, nutritional counselling to pregnant women, lactating mother, geriatric patient , adolescent girl, NCD patients. Anaemia screening , iron supplementation)	The person should have B. Sci.(Home Science)/ Post Graduation in Home Science/ Nutrition from recognised institutions.	No age bar



General information and Instructions:

- i. The above positions are purely temporary and co-terminus with the scheme. Canvassing in any form will render the candidate disqualified for the position.
- ii. Details of vacancy, eligibility, age, ToR, selection procedure etc. can be downloaded from the official website (www.sundargarh.odisha.gov.in).
- iii. The applications received for the posts will be scrutinized and the database will be uploaded in the above official website for invitation of objection. Candidates are required to visit official website: - www.sundargarh.odisha.gov.in at regular intervals for any notification, updates (objection invitation / different tests notices), results etc. relating to recruitment.
- iv. Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the selection process.
- v. Candidates, who are already working in Health Department either on regular or on contractual basis, have to submit **No Objection Certificate** from the employer (appointing authority) at the time of submission of application. NOC issued by any other authority other than appointing authority will not be accepted. NOC must be specific for the post, S/he applying and must be issued subsequent to issue of the advertisement.

Interested candidates fulfilling the eligibility criteria are to apply in the Prescribe format as per Annexure-01 (Sl. No 01 and 02) and Annexure- 02(Sl. No. 03 and 04) duly signed by the candidate along with self attested copies of all supportive documents shall however be sent to the "Office of the ADUPHO, ROURKELA, UCHC PANPOSH, ROURKELA, SUNDARGARH, ODISHA, PIN - 769004" so as to reach us on or before: Dt. 29 -04-2026 (by 01.00 P.M.) through Regd. Post / Speed Post only and the envelope containing the application should be superscribed clearly name of the post applied for otherwise the application will be rejected.
- vi. In case the marks obtained are in the form of CGPA, OGPA, DGPA, GPA, CPI etc., a certificate for conversion as applicable to percentage of marks shall be submitted at the time of submission of application form. Certification towards AICTE recognition of institutions shall also be submitted at the time of submission of application form, wherever applicable.
- vii. Over aged, under qualification, short of requisite percentage of marks in the prescribed age and educational qualification shall be rejected.
- ix. Incomplete application in any form will be rejected. Non submission of certificate/documents along with the application shall be liable for rejection.
- x. If any candidate is found to have suppressed any material information or furnished false information / documents, his/her case shall not be considered for the post applied for and in case already engaged on the basis of the said information / documents, his / her service shall be terminated from the Society forthwith. Candidates who have been disengaged earlier from the OSH&FW Society on administrative ground such as disobedience / poor performances / misbehaviour / criminal activity etc. are not eligible to apply.
- xi. This office will not be held responsible for any postal delay. **No application will be entertained after dt. 29-04-2026 (by 01.00 P.M.)**. No personal correspondence / queries will be entertained. All communication will be made through E-mail / official website / SMS.
- xii. The panel for above positions shall also remain valid for 12 months as decided by the Society.
- xiii. Number of vacancies / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- xiv. The undersigned reserves the right to cancel any or all the applications / positions at any stage of recruitment process without assigning any reason thereof.

Sd/-

ADDITIONAL DISTRICT URBAN
PUBLIC HEALTH OFFICER, ROURKELA

N.B. :-

Besides the above, the following provisions also shall be applicable in respect of all the above post as eligibility criteria.

1. Age Relaxation and Additional Weightage of Marks for the applicants who are employees of the OSH&FW Society:-

a) To avail the benefit of age relaxation and weightage, the employee concerned should have completed at least three terms of contractual services (11 months each) under the OSH&FW Society.

b) The remarks recorded in PAR of the employee concerned must be "Outstanding" or "Very Good" for the preceding 03 (three) terms of contractual services under the OSH&FW Society.

c) The age relaxation for the applied post in respect of the employee of the OSH&FW Society shall be allowed @ 1 year for each contractual term of service in the Society upto a maximum of 10 years, over and above the maximum age limit prescribed in the Advertisement for the said post, subject to an upper age ceiling of 55 years.

d) A candidate who is an employee of the OSH&FW Society and has cleared all the steps in the recruitment process upto the final level of selection shall be eligible for award of grace marks to the extent of 01 percentage of the total marks of examinations for each completed term of services in the Society upto a maximum of 10 percentage of the total marks which shall be added to the total marks secured by the said employee.

e) All the above provisions shall also be applicable for only one member of the family of a deceased employee of the OSH&FW Society, if eligible, as would have been applicable to the employee concerned.

2. Consideration of weightage of secured equal marks by the candidates:-

If two or more candidates secure equal marks, then the merit list shall be made on the basis of their date of birth as per 10th certificate i.e. – elder candidate shall be given first preference.

3. The Total marks shall be up to 03 (three) digits format, for example – 45.567%

4. The candidated securing 50% and more marks in Final Panel Merit list shall be Kept in the Panel with the validity of 01 year from the date of its approval to fill up future vacancies, if any.

