

Name of Post: State Admin & HR Manager (NHM)

Applications are invited for the post of State Admin & HR Manager from suitable officers not below the rank of Under Secretary on Deputation basis in National Health Mission, Kerala.

No. of Post	:	1
Location	:	State Health & Family Welfare Society, Trivandrum
Essential Eligibility Criteria	:	Officers not below the rank of Under Secretary ,under the Central / State Government / U.T Administrations or the Central Statutory / Autonomous bodies having recognized University Degree and experience in Administration and Establishment matters.
Method of Recruitment	:	On Deputation basis
Reporting to	:	State Mission Director (NHM)

GENERAL TERMS AND CONDITIONS:

1	Applications of those officers / candidates will be considered, are routed through proper channel and should be accompanied with Biodata and Photocopies of prescribed Qualification.
2	The applicants for deputation should be from State / Central Government departments / Organisations. The emoluments paid in the parent department shall be the emoluments for the respective posts in the society. Candidates working under Kerala State Government should attach duly filled Form No. 144 of KSR.
3	Selection will be based on qualification, experience and performance in the interview.
4	The successful candidates will be appointed on deputation basis initially for a period of one year.
5	Application may be sent to "The State Mission Director, NHM, General Hospital Junction, Thiruvananthapuram – 695035. The envelope should be super scribed with the name of the post for which application is being made.
6	It will be ideal to provide reference, especially the names of superior officer, whom the candidate had worked in the previous organization(s).
7	Candidates are also advised to desist from contacting the head office over phone for clearing double / seeking more information, as far as possible. The society will provide necessary details to the queries raised over the email by candidates (arogyakeralamrecruitments@gmail.com).
8	No TA / DA will be paid for the interview.

9	In case of posts on deputation, the candidates are expected to apply through proper channel. If this is not possible before the time limits, the candidates shall compulsorily produce 'no-objection certificate' from the employer at the time of interview.
10	All communications, including the interview call letter, from the society side will be only through email. Candidates are advised to browse the website www.arogyakeralam.gov.in regularly for updates / notices and announcements.
11	Canvassing in any form will lead to automatic disqualification. Candidates are advised to desist from such unholy practices.
12	The last date of receiving applications is ... <u>12</u> ...06.2016. Applications received after 5pm on <u>12.06.16</u> ... will be summarily rejected.

STATE MISSION DIRECTOR (NHM)