

Job Description
RKSK Coordinators, RKSK-COORD, 25 Vacancies

1. POSITIONS VACANT: RKSK Coordinators, RKSK-COORD, (25 Vacancies at High Priority Districts, U.P.)

2. ORGANIZATION BACKGROUND:

The National Health Mission (NHM) was launched with a view to bringing about dramatic improvements to the health system and health status of people, especially those who live in the rural areas of the country. The Mission seeks to provide universal access to equitable, affordable and quality health care which is accountable at the same time responsive to the needs of the people, reduction of child and maternal deaths as well as population stabilization, gender and demographic balance. In this process, the Mission helps achieve goals set under the National Health Policy and the Millennium Development Goals.

3. JOB DESCRIPTION/ RESPONSIBILITIES:

The **RKSK Coordinators** will be responsible for achievement of district targets for **RKSK** outcome and output indicators through effective planning and monitoring, supportive supervision, enabling convergence with other departments, establishing systems and continuous process improvement.

Key Responsibilities:

1. Prepare district component of AH plan, on time and in accordance with the guidelines.
2. Work with District Programme Management Unit to ensure District AH is integrated into the NHM plan.
3. Ensure the District AH committee meetings are organized.
4. Follow up to ensure that blocks submit monthly progress reports, and prepare a consolidated district AH report in accordance with the guidelines.
5. Review and analyze consolidated AH quarterly AH reports.
6. Support the block nodal officer/counselor to identify corrective action to be undertaken and follow up to ensure implementation.
7. Prepare and analyze consolidated AH quarterly progress reports (physical/financial) against the respective District AH component.
8. Support Block nodal officers/counselors to monitor and implement the RKSK programme by conducting monthly reviews.
9. Ensure a schedule is prepared and followed to conduct supportive supervision visits to blocks and villages.
10. Facilitate/Provide necessary assistance to bring about continuous process improvement in planning and implementation.

4. QUALIFICATION, SKILLS AND EXPERIENCE:

Qualifications:

Essential:

- 1) Applicant must have a PG degree preferably MBA;
OR
- 2) M.B.B.S. with PG Degree in Community Health.

Experience:

Essential:

Candidate must possess minimum five years of experience in public health management.

Desirable:

Preferably with experience in adolescent health.

Skills and Attitude:

(1) Good communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in Hindi and English.

(2) Knowledge of Computer with commonly used packages like MS Word, Excel, Power Point and Information Technology.

(3) Experience in related documentation.

5. VACANCY DETAILS: Total 25 vacancies: UR (12), OBC (07) and SC (06)

6. AGE LIMIT: Upto 40 years as on date of advertisement with five years' relaxation for reserved category.

7. CONTRACT TYPE AND PERIOD:

The contract period of the candidate shall be for one year from the date of signing of contract with NHM, UP. Appointment orders will be issued by NHM, UP.

8. COMPENSATION OFFERED:

Gross compensation budgeted for the position is Rs. 25,000/- pm.

9. LOCATION: High Priority Districts of U.P

10. RESERVATION POLICY: State reservation policy shall be applicable with respect to all vacancies.

(Note: Reservation policy is only applicable to U.P. domiciles. All applicants from other states, irrespective of their category, shall be considered under "Unreserved Category" and will not get privileges of U.P. state reservation policy whatsoever.)

11. REFERENCE:

RKSK-COORD

12. CONTACT INFORMATION:

Senior Consultant
Strategic Alliance Management Services P Ltd.
1/1B, Choudhary Hetram House, Bharat Nagar
New Friends Colony, New Delhi 110 025
011- 2684 2162; 4165 3612

13. LAST DATE FOR APPLICATIONS:

Eligible candidates interested in this position are requested to apply online at <http://samsjobs.info/default.aspx> and http://sams.co.in/TOR_UPNHM_Recruitment.html by or before **11:59:00 PM** on **April 10, 2016**.