NOTIFICATION

Sub :- Selection of the contractual post of Block ASHA Facilitator (BAF) under NHM of Murshidabad District.

An application in prescribed format are invited from the eligible candidates as per eligibility criterion for the different posts under NHM as mentioned below. Willing candidates shall be required to visit the website www.wbhealth.gov.in, & www.murshidabad.gov.in for details information. Candidate should go through the instructions thoroughly and carefully before submitting application.

Application as per prescribed format supported with relevant documents must reach the office of the concerned SDO office (Kandi, Jangipur, Domkal, Lalbagh SD), Murshidabad on or before 5.00 pm on 18/10/17 through the Registered Post/ Speed Post only (Govt. & Private).

Any omission/ suppression of information shall lead to rejection of application or candidature at any stage of the process without any further intimation. The conditions so prescribed shall not be relaxed. Selection will be made as per T.O.R. issued time to time. All appointments will initially be made on a temporary basis.

<table>
<thead>
<tr>
<th>Name of Sub-Division</th>
<th>Total Post (2 in each block)</th>
<th>Vacancy</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>SC</td>
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<tr>
<td>Kandi SD</td>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>Jangipur SD</td>
<td>14</td>
<td>3</td>
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<tr>
<td>Lalbagh SD</td>
<td>10</td>
<td>2</td>
</tr>
<tr>
<td>Domkal SD</td>
<td>8</td>
<td>2</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>42</strong></td>
<td><strong>9</strong></td>
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</tbody>
</table>

:: NOTE ::

Total vacancies as stated above is purely provisional and subject to revision

Conditions of recruitment will be guided by the T.O.R. issued from the health & Family Welfare department and amended from time to time.

Qualification as stated in the above table must be possessed by the Candidate on or before the date of publication of the advertisement.

If it is found during verification of testimonials at any stage that the candidate has
acquired qualification as stated above at any date after the date of publication of this advertisement, his/her Candidature shall be summarily rejected.

**Sub: Selection and placement of Block ASHA Facilitators under NHM**

1: Selection Criteria:

Master's degree in Social Science / Sociology / Social Anthropology / Social Work (MSW) /Business Administration (MBA) / Economics / Rural Development / Mass Communication

OR

Graduate degree in any discipline with minimum 2 years' experience in health projects

a. Preference will be given to candidates having working experience in ASHA programme
b. Knowledge in MS Office & Internet
c. Ability to communicate effectively
d. Ability to work hard
e. Willing to travel extensively
f. Should be a resident of the same sub-division where he/she is applying
g. Age should not exceed 40 years as on 01.01.2017. Upper age relaxation will be 5 years for SC/ST and 3 years for OBC

h. As per the selection criteria in guideline issued vide memo no. HFW/NRHM/272/2010/875 dated 26.02.14, it has been mentioned in point No. 1.4, 1.5, and 1.6 that the BAF should be able to communicate effectively, work hard, and travel extensively. The regular work involves visiting the Sub Centre, supervising the ASHAs in the field, and visiting the beneficiaries to assess the service provided by the ASHAs. The fields are often quite far off and in hard to reach areas. Keeping this perspective, a decision has been taken that the candidature of physically challenged candidates will not be considered for selection of Block ASHA Facilitators.

2: Documents to be submitted /shown mandatorily by the applicant:

- Attested photocopy of the proof of residence (Voters Identity Card/Ration Card)
- Attested photocopies of mark sheets of Higher Secondary or Equivalent, Graduation, and Master's degree, as applicable
- Attested photocopy of age proof of the candidate

3: Selection Process:

- The selection will be based on merit (academic result) and experience in health projects, along with a Written Test (50 Marks), Computer Skill Test (25 Marks). The weight-age will be as follows:

- 15% weightage is to be given to academic qualification. The score will be as follows: Graduate -> Score: 1 , Masters -> Score: 2; Therefore, the total score for academic qualification is 2.

- 50% weightage is to be given to academic result out of which 20% weightage is to be given to marks obtained in the Higher Secondary Examination equivalent, and 30% weightage is to be given to marks obtained in the Graduation or equivalent.
• 15% weightage is to be given to the no. of years of work experience in health projects. The score will be as follows:
  No experience or experience less than 2 years
  -> Score: 1, Experience of 2 years and above
  -> Score: 2; Therefore, the total score for work experience is 2.

• 10% weightage is to be given to the marks scored in Written Test.

• 10% weightage is to be given to the marks scored in Computer Skill Test.

**Verification and screening:**

• Verification and screening of all applications followed by short listing of eligible candidates are to be done by the SDO office.

• A separate register is to be maintained at the SDO office for documenting all the applications. After initial verification, scrutiny, and short listing at the SDO office, the list of eligible candidates along with their applications will be made available for final selection by the Selection Committee. All relevant documents should be maintained by the SDO office properly and made available for any future verification if necessary.

• Based on the scores obtained by the candidate as per academic qualification, academic result, work experience in health projects, Written Test, and Computer Skill Test, the Selection Committee will draw up a block wise panel of six candidates, if available, in standard format, with all relevant information, and recommend the engagement of candidates in the top two positions to the CMOH.

• After receipt of the approved panel in with all relevant information from the SDO office, the CMOH, as Member Secretary of the District Health & Family Welfare Samiti, will engage the selected candidates as Block ASHA Facilitators. After engaging the Block ASHA Facilitators, the CMOH will send copies of the block wise panel to the State Mission Director (NHM), Dept. of Health & Family Welfare, Govt. of West Bengal, the Executive Director, State Health & Family Welfare Samity, and the State ASHA Cell, within seven working days of engagement of the selected candidates.

**5: Others:**

• Block ASHA Facilitators will be contractually engaged for a period of one year renewable based on budgetary sanction and performance.

• The monthly salary of Block ASHA facilitators will be Rs. 7500.00. In addition, he/she will be eligible for a monthly mobility support of Rs. 1500.00.

• After receiving engagement letter from the CMOH, Block ASHA Facilitator will have to undergo training as mandated by State ASHA Cell.

**CANDIDATES ARE REQUESTED TO MENTION THE NAME OF POST CLEARLY AS PER THIS ADVERTISEMENT IN THE TOP OF ENVELOP.**

Chairperson
District Level Selection Committee, NHM &
District Magistrate, Murshidabad.
To
The SDO
Jangipur/ Kandi/ Domkal/ Lalbagh Sub-Division,
Murshidabad,

Sub:- Application for the post of .................................................................

1. Name in full (in BLOCK letter) .................................................................

2. Sex (Put a tick) : Male [ ] Female [ ]

3. Father’s Name .........................................................................................

4. Date of Birth : DD [ ] MM [ ] YYYY [ ]

5. Age (as on 01/01/2017) ........................................................................

6. Nationality ..............................................................................................


8. Address for Communication
   Village / City ............................................................................................
   Post Office ................................................................................................
   Police Station ...........................................................................................
   District ........................................................................................................
   State .......................................................................................................... PIN Code

9. Permanent Address
   Village / City ............................................................................................
   Post Office ................................................................................................
   Police Station ...........................................................................................
   District ........................................................................................................
   State .......................................................................................................... PIN Code

10. Contact No. (with STD Code) : .............................................................. Mobile...

11. Essential Qualifications

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Year of Passing</th>
<th>University / Board /Institute</th>
<th>Total Marks</th>
<th>Marks Obtained</th>
<th>Percentage of Marks Obtained</th>
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<tbody>
<tr>
<td>Madhyamik</td>
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<td>Higher Secondary</td>
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<td>Graduation</td>
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<td>Other</td>
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12. Special Qualifications:

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Year of Passing</th>
<th>University / Board /Institute</th>
<th>Total Marks</th>
<th>Marks Obtained</th>
<th>Percentage of Marks Obtained</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diploma in Computer Application</td>
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<tr>
<td>Bachelor in Computer Application</td>
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<tr>
<td>Master in in Computer Application</td>
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<tr>
<td>Diploma / MD Public Health/ Tuberculosis &amp; Chest diseases</td>
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</table>

13. Experience:

<table>
<thead>
<tr>
<th>Organization</th>
<th>Post</th>
<th>Govt. / Private / NGO</th>
<th>Duration of Working</th>
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<tbody>
<tr>
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<td>From Date</td>
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14. List of Self-attested Photocopies- documents enclosed (No other document except mentioned below is required)
[Put '✓ / ☐' mark in box]:

<table>
<thead>
<tr>
<th>SI</th>
<th>Documents</th>
<th>Yes</th>
<th>No</th>
<th>SI</th>
<th>Documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>One colour passport size photograph</td>
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<td></td>
<td>8</td>
<td>Voter I.D. Card / Aadhaar card for verification of identity</td>
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<tr>
<td>3</td>
<td>Ration Card / Electricity bill for verification of residential Proof</td>
<td></td>
<td></td>
<td>9</td>
<td>Mark-sheets &amp; certificate of educational qualifications as per eligibility criterion</td>
</tr>
<tr>
<td>5</td>
<td>Mark-sheets &amp; certificate of computers knowledge</td>
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<td></td>
<td>10</td>
<td>Caste Certificate (UR/ OBC-A/OBC-B/ SC/ST)</td>
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<tr>
<td>7</td>
<td>Certificate of experiences duly issued by the appropriate authority</td>
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</table>

DECLARATION:
I solemnly declare that (a) all statements made in this application are true, complete and correct; (b) Original documents will be produced on demand; (c) I understand that the concerned authority reserve the right to reject my candidature upon short listing of the candidates based on qualifications and experiences.

Place .................................

Date .................................

Signature of the Candidate in full