

झारखण्ड सरकार
स्वास्थ्य चिकित्सा शिक्षा एवं परिवार कल्याण विभाग,
झारखण्ड राँची।

प्रेस विज्ञापित

झारखण्ड स्टेट आरोग्य सोसाईटी (जसास) के अन्तर्गत महाप्रबंधक, वरिष्ठ परामर्शी एवं अन्य पदों पर वाक-इन-इंटरव्यू के माध्यम से संविदा पर नियुक्ति हेतु विज्ञापन।


झारखण्ड स्टेट आरोग्य सोसाईटी (जसास) स्वास्थ्य, चिकित्सा शिक्षा एवं परिवार कल्याण विभाग, झारखण्ड के अन्तर्गत निबंधित सोसाईटी है। जसास द्वारा सम्प्रति “आयुष्मान भारत-प्रधानमंत्री जन आरोग्य योजना” का संचालन राज्य में किया जा रहा है। जसास के अन्तर्गत महाप्रबंधक, वरिष्ठ परामर्शी एवं अन्य के विभिन्न पदों पर वाक-इन-इंटरव्यू (Walk in Interview) के माध्यम से संविदा के आधार पर निम्नलिखित पदों पर नियुक्ति हेतु विज्ञापन प्रकाशित किया जाता है।

क्रम सं०	पदनाम	वेतनमान	पदों की संख्या
1	General Manager (Operation)	1,30,000	1
2	Senior Consultant (Operation)	1,05,000	1
3	Senior Consultant (Medical Management & Quality)	1,05,000	1
4	Senior Consultant (Finance)	1,05,000	1
5	Senior Consultant (Public Hospital Network Management)	1,05,000	1
6	Senior Consultant (Monitoring & Evaluation)	50,000	1
7	Senior Consultant (IT Support & Data)	50,000	1
8	Senior Consultant (Grievance Redressal)	65,000	1
9	Senior Consultant (I.E.C)	50,000	1
10	Senior Consultant (Capacity Development)	50,000	1
11	Office Assistant	वित्त विभाग, झारखण्ड द्वारा निर्धारित दर के अनुसार	2

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साक्षात्कार के समय से 1 घंटा पूर्व तक आवेदकों का निबंधन किया जा सकेगा। चयन समिति द्वारा विहित प्रक्रिया के अन्तर्गत योग्यता एवं अनुभव संबंधी अभिलेखों/प्रमाण पत्रों की जाँच करते हुए वाक-इन-इंटरव्यू के माध्यम से चयनित अभ्यर्थियों के नाम की अनुशंसा की जायेगी। चयनित उम्मीदवार की नियुक्ति तीन वर्षों के लिये संविदा पर की जायेगी, परन्तु प्रत्येक वर्ष कार्य के मुल्यांकन के आधार पर ही संविदा की अवधि में वृद्धि की जायेगी। झारखण्ड स्टेट आरोग्य सोसाईटी को यह अधिकार है कि वे बिना कोई कारण बताये किसी या समस्त आवेदन पत्रों को अमान्य कर सकती है अथवा संपूर्ण चयन प्रक्रिया को निरस्त कर सकती है।

इच्छुक उम्मीदवार वेबसाईट - Jharkhand.gov.in/web/guest/notice पर पदों से संबंधित अहर्ता देख सकते हैं एवं वेबसाईट पर दिये गये आवेदन पत्र में अंकित सभी वांछित सूचनाएँ पूर्ण रूपेण भरकर, सभी मूल प्रमाण पत्रों की छाया प्रति एवं मूल प्रमाण पत्रों के साथ वाक-इन-इंटरव्यू के आयोजन की तिथि पर IPH Institute, RCH Campus, Namkum, Ranchi में दिनांक 27.09.2019 को पूर्वाह्न 11:00 बजे से भाग लेंगे।


(अभिषेक श्रीवास्तव)
उपसचिव

स्वास्थ्य चिकित्सा शिक्षा एवं परिवार
कल्याण विभाग, झारखण्ड, राँची।

Application format for Walk-in-Interview

(Should be submitted during attending for Walk-In-Interview. No need to apply through post or courier)

Name of the post applied for:-

Please paste a
latest self
attested colour
photo of the
candidate

1. Name of the candidate:
2. Date of birth (as per class 10th Mark sheet/Certificate):
3. Father's Name:
4. Category (SC/ST/OBC/GEN/PWD):
5. Sex (Male/Female):
6. Married/Un-Married:
7. Correspondence Address (with PIN Code) :

.....
..... PIN

District: State:

Mob. No. Email

8. Permanent Address :

.....
..... PIN

District: State:

Mob. No. Email

9. Educational & Professional Qualifications (Starting from 10th onwards):

S. N.	Examination Passed/Degree obtained	Name of the Board/University/ institution	Year of passing	Class of Division	% of marks/G PA	Subjects taken/ Specialization

Ar

10. Experience, if any (Starting from the present employment(Experience certificate needs to be attached):

Sl. NO.	Name & Address of the employer	Post held/Nature of employment	Period		Salary & Grade Pay (in Rs.)	Nature of duties
			From	To		

11. Check List of documents attached (Photocopies to be attached here) (Pl. mark ✓ on documents attached & ✕ on others)

1. Class 10th Marksheet
2. Class 12th Marksheet
3. Graduation/Diploma /Final Marksheet
4. Document in support of higher educational qualification
5. Any other document (list them)

12. **Declaration by Candidate**

I hereby declare that all the statement made by me in this application is true and complete to the best of my Knowledge and belief and nothing has been concealed or distorted. I am aware that if at any time I am found to have concealed/distorted any material information, my appointment is liable to be summarily terminated without notice.

SIGNATURE OF THE CANDIDATE

Place: _____

Date: _____

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Post	No. of Post	Desired Qualification, Experience & other requirements	Scope of work	Salary Range
1	2	3	4	5
General Manager (Operation)	1	<ul style="list-style-type: none"> MBA or Postgraduate Diploma in Business Administration or MHA; medical degree will be of additional advantage At least 10 years' experience in the sector, out of which at least 5 years in managing Insurance or TPA or Medical claims investigation industry Age up to 55 Years 	<ul style="list-style-type: none"> Operations Manager(s) will provide overall support to CEO, SHA in implementation of AB-NHPM in the state. Ensure operational processes and procedures are followed Ensure seamless internal and external communication Supervises the operations at the state level including timely submissions for claims management & pre-authorizations, and random checks thereof Overseeing Aadhaar seeding, validation, awareness, monitoring, audit, training etc. Maintaining the quality and timeliness Random reviews of pre-authorizations and claims Work with the teams across functions and other stakeholders to ensure smooth flow of data to state level on a periodic basis Organize routine, periodical and surveillance visits to the entities participating in the scheme to ensure that all processes are running as per defined standards Claims Audit <ul style="list-style-type: none"> Carry out claims audit on random basis Carry out random checks, visits and investigations pertaining to admissibility of the cases paid or declined under the scheme <p>Required Skills:</p> <ul style="list-style-type: none"> Strong analytical skills Ability to lead teams Strong strategic focus, analytical and project management skills. Excellent interpersonal and communication skills. Ability to operate effectively with people at all levels. Strong business focus Excellent command of the English language 	Rs. 1.30 lakhs per month
Senior Consultant (Operation)	1	<ul style="list-style-type: none"> Qualification: Same as above Experience 8 Years Age up to 55 Years 	Same as above	Rs. 1.05 Lakhs Per Month
Senior Consultant (Medical Management & Quality)	1	<ul style="list-style-type: none"> Essential - MBBS from a recognized medical college or, MBA or Postgraduate Diploma in Business Administration or Master of Health/ Hospital Administration or Master of Public Health or MBA in Healthcare would be of additional advantage. At least 6 years of work experience in the area of healthcare quality. 	<ul style="list-style-type: none"> Implement criteria for empanelment of hospitals in various categories Manage the empanelment and de-empanelment process Enquire complaints related to hospital and recommend disciplinary action to the Chief Executive Officer Responsible for medical audits, fraud control etc. Discuss with hospitals and persuade observing of the key indicators related to public safety and quality Support development of STGs and process documentation for covered packages Compile and analyze the reported data to highlight trends in public safety and quality. Any other work assigned by JSAS. <p>Required Skills:</p>	Rs. 1.05 Lakhs Per Month

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Post	No. of Post	Desired Qualification, Experience & other requirements	Scope of work	Salary Range
1	2	3	4	5
		<ul style="list-style-type: none"> • Experience in insurance or TPA industry in the area of provider management is desirable. • Age up to 55 Years. 	<ul style="list-style-type: none"> • Strong analytical skills. • Ability to work in a team. • Strong strategic focus, and project management skills. • Excellent interpersonal and communication skills. • Ability to operate effectively with people at all levels of the business. • Proficiency working with computers, office suites, internet and other relevant technologies. 	
Senior Consultant (Finance)	1	<ul style="list-style-type: none"> • MBA (Finance) / CA/ ICWA from a recognized institution. • Experience of at least 8-10 years, preferably 3-4 years in insurance / healthcare. • Exposure to financial management operation research, funds flow management, utilization certificates and scheme-wise expenditure reporting in a govt. set up and development of accounting packages will be an added advantage. MS Office, MS Word, MS Power Point would be desirable. • Age up to 55 Years. 	<ul style="list-style-type: none"> • Finance Manager is primarily responsible for overseeing the funds management under SHA and monitoring overall financial management including release of funds, expenditure, reporting, Statutory Audit, Utilization Certificates, field review visits etc. • Supervision, monitoring, training and guidance of the team at state and district levels • Devise financial management information system • Submit periodic financial report to NHA • Statutory Audit arrangements for State; monitoring, review, analysis, compliance of Audit and GOI observations and timely submission of Audit Reports. • Capacity building for State/District level finance & accounts staff from time to time • Act as Nodal Officer for all Finance, Accounts and Audit matters • Provide information/data support for Parliament Questions/Committees, RTI, VIP references, CAG audits etc. from time to time • Monitoring financial performance indicators and convergence of financial & accounting processes. • Visits to districts for financial management performance review, financial studies and prepare status reports with recommendations for improvement. • Any other work assigned by JSAS. <p>Required Skills:</p> <ul style="list-style-type: none"> • Strong analytical skills. • Ability to lead teams • Strong group facilitation skills • Strong strategic focus, analytical and project management skills. • Excellent interpersonal and communication skills. • Ability to operate effectively with people at all levels of the business. • Excellent command of the English language 	Rs. 1.05 Lakhs Per Month
Senior Consultant (Public Hospital Network Management)	1	<ul style="list-style-type: none"> • MBBS/ Master of Hospital Administration (MHA) from a recognized institution/ university. • Experience of at least 6 years in government 	<ul style="list-style-type: none"> • Look after the issues of public hospitals related to scheme • Responsible for public hospital audits and gap analysis. • Analyze and suggest infrastructure and HR requirements needed for generating maximum claim under the scheme. • Discuss with hospitals and persuade observing of the key indicators related to public safety and quality. 	Rs. 1.05 Lakhs Per Month

Post	No. of Post	Desired Qualification, Experience & other requirements	Scope of work	Salary Range
1	2	3	4	5
		/trust/corporate hospital administration. <ul style="list-style-type: none"> Age up to 55 Years. 	<ul style="list-style-type: none"> Look after the services provided by public hospitals to the beneficiaries as per provisions under the scheme. Support development of public hospital and process documentation for the same. Compile and analyze the reported data to highlight trends in patient safety and quality. Any other work assigned by JSAS Required Skills; <ul style="list-style-type: none"> Strong analytical skills. Ability to work in team. Strong strategic focus, and hospital management skills. Excellent interpersonal and communication skills. Ability to operate effectively with people at all levels in the hospital. Proficiency working with computers, office suites, internet and other relevant technologies. 	
Senior Consultant (Monitoring & Evaluation)	1	<ul style="list-style-type: none"> M.Sc. Statistics or M.Sc. in Maths & Computing/ B. Tech in Data Science/ MPH / MHA Or, MBBS with Experience as a program manager for national health programs at the district and state level in the public health system At least 6 years of relevant experience Experience in Health Insurance industry is desirable Experience with managing and analyzing administrative datasets and producing data reports / dashboards will be added advantage. Age up to 55 Years. 	<ul style="list-style-type: none"> Monitor different activities of the scheme such as functioning of SHA, hospitals, field personnel, monitoring achievement of goals etc. 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 Develop a compact monitoring team- both internal and external, to carry out various tasks, including an external monitoring agency or agencies as needed Develop and coordinate risk and control assessment programs, fraud triggers and business intelligence tools in collaboration with the IT and medical management teams Design and implement feedback forms including in local vernacular ascertaining awareness, utilization of benefits by beneficiaries and healthcare outcomes Facilitate baseline survey and impact assessment by the organization as and when needed Report to the Chief Executive Officer on all exceptional findings and provide routine dashboard support Produce regular progress and monitoring reports for district counterparts and ensure regular and systematic feedback loops Any other work assigned by JSAS. Required Skills: <ul style="list-style-type: none"> Strong analytical skills. Strong strategic focus, analytical and project management skills. Excellent interpersonal and communication skills. Ability to operate effectively with people at all levels of the business. Strong business focus Excellent command of the English language.	Rs. 50 Thousand Per Month

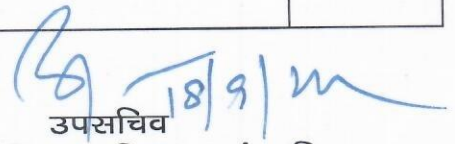
Ba

Post	No. of Post	Desired Qualification, Experience & other requirements	Scope of work	Salary Range
1	2	3	4	5
Senior Consultant (IT Support & Data)	1	<ul style="list-style-type: none"> • B Tech IN CS/ IT/ Math & Computing/Data Science/MCA. • Minimum of 6 years' experience in setting up and managing IT systems. • Experience in insurance industry IT system maintenance would be an advantage. • Familiarity with insurance enrolment and claims IT systems shall be an added advantage. • Age up to 55 Years. 	<ul style="list-style-type: none"> • Helping hospitals and implementing agencies (insurer/ISA) with use of the information system • Ensuring uptime of hardware and software, availability of data, integrity & security of data • Understand the software functional requirements for the smooth functioning of the scheme. • Overall supervising and managing IT tasks for implementation of the scheme • Maintaining high standards of Quality of process documentation and implementation. • Participate in the meetings convened with senior officers of the state • Oversees troubleshooting, systems backups, archiving, and disaster recovery and provides expert support when necessary • Work with the teams across functions and other stakeholders to ensure smooth flow of data to Dashboard on a periodic basis. • Ensuring data security and implementation of access protocols for data as defined by senior management • Ensures the IT updates are communicated to all the relevant stakeholders and appropriate training is provided to ensure ease of usage • Any other work assigned by JSAS. <p>Required Skills:</p> <ul style="list-style-type: none"> • Strong analytical skills • Excellent interpersonal and communication skills • Excellent command of the English language. • Experience of working in the IT department of an organization with at least 100 persons. 	Rs. 50 Thousand per Month
Senior Consultant (Grievance Redressal)	1	<ul style="list-style-type: none"> • MSW/Public relations or Master in Hospital/Health Administration or MBA in healthcare. • At least 6 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. • Age up to 55 Years. 	<ul style="list-style-type: none"> • Help form State and District level Grievance Redressal Committees (SGRC & DGRC) and oversee functions of SGRC. • Assess various systems of grievance redressal management (GRM) and use the learning to implement GRM mechanism in the state • Help form systems and frameworks for grievance redressal – preferably an IT system; follow central guideline while developing these frameworks and systems • Managing complaint and grievances in timely manner • Responsible for organizing meetings of State Grievance Redressal Committees • Help state carry out grievance process audit in a timely manner • Manages communication campaigns to make beneficiaries aware of contours of the scheme and also their rights • Popularize call-center and website details for logging grievances • Any other work assigned by JSAS. 	Rs. 65 Thousand per Month

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Post	No. of Post	Desired Qualification, Experience & other requirements	Scope of work	Salary Range
1	2	3	4	5
			Required Skills: <ul style="list-style-type: none"> • Strong analytical skills • Excellent interpersonal and communication skills • Excellent command of the English and local language • Proficiency working with computers, office suites, internet and other relevant technologies. 	
Senior Consultant (IEC)	1	<ul style="list-style-type: none"> • Post Graduate degree in public health/ health management from a reputed and recognized institution with 5-7 years of experience in IEC/BCC; or • Post Graduate degree in Mass Communication, journalism/ communication design from a reputed and recognized University/Institution. • Minimum 6 years of professional work experience at state or national levels in advocacy, information and communication related to social development, preferably in the field of health insurance. • Computer proficiency/experience with high level of familiarity with commonly used packages like MS Word, Excel, Power Point & Web surfing to search relevant data & documents. • Excellent communication and presentation skills, analytical and interpersonal abilities, excellent oral and written communication skills in English and local language. • Age up to 55 Years. 	<ul style="list-style-type: none"> • Develop guidelines for IEC/BCC Program for the scheme, keeping in view the evidence (data) based rationale, background work already undertaken, innovations etc. • Coordinate with the verticals of SHA and analyze need for IEC/BCC; this should be reflected in the guideline for the IEC/BCC program. • Develop Media Plans for mid and mass media campaigns. • Advise on the appropriate mix of materials to be developed as per the specific request for the communication campaigns and facilitate creating prototypes / artworks for the same. • Review available formative research to develop, guide the development/modification/adaptation of the communication materials. • Identify and undertake the creative development of key messages that need to be included in communication materials for concerned campaigns. • Organize review of IEC/BCC activities. • Coordinate development of creative graphics and content suitable for social media. • Coordinate development of the following: Annual Report, eBook, Newsletter, Reports etc. • Coordinate with print and electronic media to organize press briefings and subsequently prepare and disseminate press releases. • Manage and oversee the work of agencies contracted for the development of communication campaigns / materials, if needed. This includes guiding as well as overseeing aspects related to creative content development / treatment, graphic design and layout. • Make IEC/BCC Repository available online • Support in organizing IEC activities. • Any other work assigned by JSAS. Required Skills: <ul style="list-style-type: none"> • Strong analytical skills. • Ability to lead teams • Strong group facilitation skills • Strong strategic focus, analytical and project management skills. • Excellent interpersonal and communication skills. • Ability to operate effectively with people at all levels of the business. 	Rs. 50 Thousand per Month

Post	No. of Post	Desired Qualification, Experience & other requirements	Scope of work	Salary Range
1	2	3	4	5
Senior Consultant (Capacity Development)	1	<ul style="list-style-type: none"> A Post Graduate degree or equivalent in public health, health financing, health insurance, or other relevant disciplines. Minimum 6 years of experience in the health sector in India and in the design and management of health projects. Demonstrated experience in developing technical content for orientation of different stakeholders, especially government health functionaries and facilitating national and state level orientations in the health sector. Proven track record of working with senior government officials and development partners. Age up to 55 Years. 	<ul style="list-style-type: none"> Proficiency working with computers, office suites, internet and other relevant technologies. Prepare roll-out plan for capacity building program Conduct training needs assessment in consultation with the NHA Provide support in development of training content (modules) – coordinate with NHA. Some of the areas of focus may include – (i) overview of the scheme; (ii) grievance redressal; (iii) claim settlement; (iv) fraud and corruption; (v) identification of beneficiaries; (vi) empanelment of hospitals etc. Getting training content pre-tested and also reviewed by technical experts of different domains Identify master trainers as well as resources for training Coordinate and ensure roll-out of training activities as per plan; build capacities of state and district level staff. Ensure quality assurance of the trainings; develop necessary tools and formats for this process. Undertake pre- and post training assessment, analyze information and take actions on gaps Any other work assigned by JSAS. <p>Required Skills:</p> <ul style="list-style-type: none"> Strong analytical skills. Ability to work in a team Strong group facilitation skills Strong strategic focus, analytical and project management skills. Excellent interpersonal and communication skills. Ability to operate effectively with people at all levels of the business. Excellent command of the English language Knowledge of MS Office, MS Word, MS Power Point would be essential. 	Rs. 50 Thousand per Month
Office Assistant	2	<ul style="list-style-type: none"> Graduate with minimum of one year diploma in computer application from a recognized institute. Hindi Typing 30 wpm and English Typing 35 wpm. A minimum of 1 year of post qualification work experience in any sector. Age up to 45 Years. 	<ul style="list-style-type: none"> Maintain files and office records independently Any other work assigned by JSAS 	Wages according to Sankalp Issued by Dept. of Finance, Govt. of Jharkhand


 उपसचिव

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 कल्याण विभाग, झारखण्ड, राँची।