

West Bengal State Health & Family Welfare Samiti  
Swasthya Bhawan, Wing-'B', 3<sup>rd</sup> Floor  
GN-29, Sector-V, Bidhannagar  
Kolkata – 700091

Recruitment Notice No. SHPWS/2023/291

Date: 17/10/2023

West Bengal State Health & Family Welfare Samiti will engage personnel for the position of **Public Health Manager** as mentioned below under **National Urban Health Mission**, Department of Health and Family Welfare, Government of West Bengal purely on contractual basis against subsequent vacancies.

**The applicant must be a permanent resident of West Bengal.**

**The applicant must have knowledge of local languages.**

Eligible candidates should apply online in the prescribed format as given in Department's Website from 11 am of 1<sup>st</sup> November, 2023 to Midnight of 15<sup>th</sup> November, 2023 for the mentioned position.

Only online applications will be accepted. Application forms not properly filled in or incomplete application forms are liable to be cancelled. Application fees ₹50 for reserved category candidates have to be deposited through on-line mode only. The amount is non-refundable (Details of on-line mode, payment details and important dates are given in General Information point no. 11 & 12).

Existing employees working in the same position may also apply on own choice with the revised entry point remuneration. In that case, five (5) years relaxation of age from the date mentioned in the recruitment notification will be given to such employees. But will not be entitled to any other benefits of the present position such as continuity of length of service, rationalization benefits and any other benefit, if applicable, against that post. Such employees will start as a fresher in the new position.

Name of the Position : Public Health Manager

Number of Vacancies : 32 (SC-9, ST-8, OBC-A-10, PWD-5)

\* If any consequential vacancies of the said post are created till the panel remains valid, such consequential vacancies may be filled up over and above the declared vacancies from the approved panel.

Remuneration : ₹35,000 per month.  
\* (Increment as per NHM guidelines)

Place of Posting : Any Municipality/Municipal Corporation in West Bengal

Essential Qualification : 1) Graduation in Dental/Nursing  
OR  
Master degree in Life Science (Life Science includes Botany, Zoology, Human Physiology, Micro- Biology, Biochemistry, Bio-Technology, Bioinformatics)/ Master Degree in Economics  
OR  
Graduation in Social Science **with** Masters in Public Health/ Community Health/ Preventive & Social Medicine  
OR



Graduation in any discipline **with** MBA in Human Resource/ Health Care.

2) The candidates must have efficiency in computers including MS office and internet.

**Essential Experience** : 2 years post qualification experience in the field of health programme management in disease surveillance/ community mobilization/ inter Sectoral collaboration/ IEC- BCC Activities/ Quality Control/ Monitoring and Evaluation.

Age (as on 01.01.2023) : Minimum 21 years and Maximum 40 years

**MODE OF SELECTION** : For the above mentioned position, applications will be shortlisted on the basis of marks obtained in essential qualification and experience. Shortlisted candidates will be called for computer Test. In case of computer test, candidates must obtain **at least 50% marks to qualify for the position**. Final selection will be done on the basis of score of essential qualification, experience and computer Test.

**Scale of Scoring** : Total 100 Marks

Name of the Position	Essential Qualification	Computer Test	Experience
Public Health Manager	Proportionate marking i.e % of marks obtained in the essential academic qualification*75/100)	15	10

Note:

1. Age relaxation will be given for the reserved candidates as per govt. norms.

**General Information for the Applicants/Candidates**

1. Only online Applications will be accepted. **Application forms not properly filled in or incomplete Application forms are liable to be cancelled.** If the online application details submitted by the applicant differ with the original testimonials, that application shall be liable to be cancelled.
2. If proper signature and photograph are not uploaded at the time of online application that application shall also be liable to be cancelled.
3. The essential qualifications mentioned are the minimum and mere possession of the same does not entitles the candidate to claim selection. **All the essential qualification must be completed on or before the first date of online application.** In case of MBA candidates their mark sheets and/ certificate should specify the field of specialization or they have to produce certified copy issued by the concerned Universities regarding field of specialization.
4. Registration of the respective Council (wherever applicable) from West Bengal only must be obtained within the first date of online application.
5. Experience will be calculated after obtaining the required essential academic qualification for the above mentioned position, till the first date of online application.
6. Caste Certificate issued on or before the first date of online application, by the competent authorities of West Bengal only will be accepted. In case of OBC candidates,



category 'A' must be mentioned specifically in the caste certificate, otherwise the caste certificate will not be accepted.

7. The Disability Certificate must be issued before the first date of online application, by the competent authorities.
8. Hard copy/print copy of the online registration form may be downloaded from the link "http://hr.wbhealth.gov.in:8888/Index.aspx"-> "Application Print" and should be retained by all the applicants for document verification purpose. Without registration form, candidates will not be entertained for original testimonials verification by the authority. No need to send Hard copy/print copy of the online registration form by post.
9. On-line registration No. should be retained by all applicants for future reference. Employer is not liable to give any information regarding the on-line registration no. in future.
10. Marking after rounding off up to 2 decimal points will be considered
11. i) Start date of Application : From 11 a.m. of 1<sup>st</sup> November, 2023.  
ii) Last date of Registration : Midnight of 10<sup>th</sup> November, 2023.  
iii) Last date of Submission of application Fees : Midnight of 12<sup>th</sup> November, 2023.  
iv) Last date of full Submission of form : Midnight of 15<sup>th</sup> November, 2023.
12. The online deposition of application fees can be done through net banking or credit/debit card system through an online interface. If the payment is successful, the candidate will be immediately reverted back to the link for final submission of the application form by using the application id already received at the time of Registration. Please do not deposit fee more than one time.
13. As mentioned in addendum issued vide no. HFW-27011/137/2020/1611 dated 23/02/2021 point no. ii, All new employees who have joined / will be joining between 29th December, 2020 to 30th September 2024 against new entry point remuneration as per memorandum vide no. HFW-27011/137/2020/1352 dated 29/12/2020, will not be entitled for annual increment for two consecutive financial years i.e., 2023-24 and 2024-25. Annual increment will be applicable for these new contractual employees from financial year 2025-26.
14. The candidates, if found ineligible at any stage of recruitment process, will not be called for the subsequent stages of the selection process.
15. The decision of the competent authorities regarding the recruitment is final.
16. The competent authorities may cancel the recruitment process at any stage of the selection process.

Applicants are requested to visit [www.wbhealth.gov.in](http://www.wbhealth.gov.in) at the link "On-line Recruitment" for on-line applications and link "Recruitment" for information/instruction issued from time to time.

Executive Director  
WB SH & FW Samiti