


TERMS OF REFERENCE	
General:	
Position	State Consultant - NTCP
No. of Post	01 (One)
Location	State Health Society Bihar
Duration of Contract	The recruitment will initially be for a period of eleven months which shall be extended subject to the following conditions. a. satisfactory performance b. continued requirement of the position, and c. Approval of the position by Government of India in PIP and availability of fund.
Eligibility Criteria:	
Category: UR- 01	
Minimum Age: 21 yrs	
Maximum Age: UR-37 yrs, UR (Female)-40 yrs, EBC/BC (Male/Female)- 40 yrs, SC/ST (Male/Female)-42 yrs as on 01.04.2015	
Qualification:	
Essential: Master degree in Public Health or MBA in Health Management/ MBA in Hospital Management from recognized university. OR MBBS candidates with at least 3 years of Experience	
Experience:	
Essential: <ul style="list-style-type: none"> • For MBBS candidates, At least 3 years of work experience in the Govt./PSU at National/State level in health. • For Non MBBS candidates, At least 3 years of work experience in the Govt./PSU at National/State level in health. 	
Desirable: Experience in Tobacco Control Programme/National tobacco policies with Govt./ National/ International agency will be given preference.	
Other Information/ Requirements/ Conditions	
Purpose of Assignment: Consultant in DTC cell would be responsible for overall management of NTCP activities of the respective District Health Society. The person would be responsible for providing technical and managerial inputs on NTCP program.	
Summary of Roles and Responsibilities: The primary duties and responsibilities of Consultant of DTC cell will include the following but not be restricted to: <ul style="list-style-type: none"> • To provide technical as well as programme management support for planning and implementation of National Program for Tobacco Control at state/district level. • To support and monitor the tobacco control activities of the State/District Tobacco Control Cell and assist in implementation of tobacco control laws. • To facilitate training and advocacy programmes for civil societies, law enforcers, state 	


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health authorities, media and health professionals at state/district level.

- To coordinate in effective implementation of components of the National Tobacco Control Program.
- To ensure quality and monthly reporting of all the activities including utilization of resources undertaken by the State/District Tobacco Control Cell.
- To assist in preparation of reports.
- To undertake any other tasks and responsibilities assigned by the superior authorities.

Knowledge and skills:

- Technical expertise in the areas of health promotion, local participatory planning and capability to function collaboratively and productively in a multidisciplinary environment.
- Research expertise in applying quantitative and qualitative methodologies to document the outcomes.
- Track record of implementing innovative ideas and schemes in day to day working.
- Capability to function collaboratively and productively in a multidisciplinary environment.
- Ability to represent the program in interactions with relevant stakeholders, civil society and other agencies.
- Ability and willingness to travel extensively.
- Interpersonal and management skills with ability to work in a deadline-driven environment.
- Possess team working capability.
- Good command over MS-Office/internet
- Good communication skills in English and Hindi, both written and verbal.

Remuneration/ Compensation:

Consolidated remuneration @ Rs. 45,000/- per month.

Agreement:

Selected candidate will have to sign a contractual agreement with SHSB

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