

DISTRICT HEALTH AND FAMILY WELFARE SOCIETY
O/O CIVIL SURGEON, A-BLOCK, 5TH FLOOR,
SECTOR -6, CIVIL HOSPITAL, PANCHKULA
HARYANA-134109
PH NO. 0172-2573907

ADVERTISEMENT

Applications are invited from eligible candidates to fill the following posts in District, Panchkula under the Addiction Treatment Facilities (ATF) Scheme. Posts are purely on contract basis for a fixed period initially upto 31.03.2026 (extendable, subject to further administrative approval and performance).

Application form completed in all respect along with photocopy of all essential qualification certificates and relevant documents (attested/self-attested) must be submitted through Registered post/By hand to "District Health and Family Welfare Society, O/o, Civil Surgeon, A- Block, 5th Floor, Sector-06, Panchkula" **before the closing date i.e. 08.09.2025 by 04:00 P.m.** In case the closing date is declared as a holiday the next working day will be considered as the closing day. After that, no application forms/documents will be accepted and no separate correspondence in this regard will be entertained by this office. This office will not be responsible for any postal delay. Candidates are also advised to visit the web site of NHM Haryana i.e., www.nhmharyana.gov.in and website of Health Department, Haryana i.e., haryanahealth.gov.in regularly for any corrigendum/notice/updates/result etc. **Incomplete application forms shall be rejected. Candidates are also advised to read the instructions carefully before applying for the post.**

• **Note: - These candidates who had already applied vide Advertisement no.MH/PKL/2024/162 dated 16.12.2024 need not to apply again.**

S. N	Name of Posts	No. of Post & Category	Essential Qualification	Remuneration (Per Month)	Age Limit
1	Doctor (Medical Officer)	Gen-1	MBBS from a recognized institution along with medical council registration/State council registration (preferable: MD or equivalent qualification in Psychiatry)	Rs.60,000/-	64 Year

2	Counselor	Gen-1	Graduate in Psychology/Social Work/Sociology (Preferable: Masters in above disciplines) Those who have undergone certificate training in counseling (recognized by Ministry of Social Justice Empowerment/Ministry of Health & Family Welfare) would be preferred.	Rs.20,000/-	18-42 Years
3	Data Manager	Gen-1	Graduate (preferably with qualification/experience in computer applications). Those with certificate training/degree in computer would be preferred.	Rs.15,000/-	18-42 Years

Important Instructions for candidates: -

- NHM Selection criteria (Annexure-A) issued vide memo no NHM/Admin/HRC-1/2025/4306-26 dated 06.05.2025 shall be followed for recruitment of ATF Staff. It is clarified that no written test shall be conducted for the recruitment of above said posts under Mental Health at district level. (Selection Criteria attached)**
- NHM Bye-laws will not be applicable to these contractual ATF posts
- The Salary of the contractual ATF Staff will be consolidated as of now as mentioned in Annexure-IV, point no. 5- Annual Budget for implementing one ATF (the staff shall be eligible for receiving revised salaries as and when the salary norms undergo revisions by the Government upon discretion of the competent authority).**
- Post of reserve category (if any) will be filled up as per Haryana Govt. Reservation Policy.
- Private practice after duty time and on holidays is strictly prohibited.
- A candidate must be in good mental and physical health and free from any physical defect, which is likely to interfere with the efficient performance of the duties required for the post. The appointment shall be subjected to their being declared medically fit as per medical fitness standards followed by the Health Department.
- List of shortlisted candidates will be uploaded on the website of Health Department Haryana and NHM.
- Candidates already employed in any organization should submit N.O.C from the current employer before closing date.
- The candidates are required to attach the attested/self attested legible copies of following certificates and relevant documents along with the Application form:-
I. Valid Document as a proof for Date of Birth (10 certificate/Birth certificate).

- II. Essential qualification Certificates.
- III. Mark sheet of each year/Semester.
- IV. Additional Relevant Post Experience Certificate (if any) issued from (any State Govt./Semi Govt./UT/any Govt. Board/Corporation/NHM) specifying the working on full time basis with complete details like Letter no. and date of issue, Designation, Date of Joining and Date of Resignation, Work details and last Salary drawn etc. The period of experience rendered by a candidate on part time basis shall not be counted while calculating the valid experience.
- V. Two latest passport size-colored photographs.
- VI. Candidate claiming reservation should submit the copy of latest reserve category certificate issued by the competent authority as per the latest Govt. instructions (if any).
- VII. **Candidates applying for the post of M.O should be registered as Medical Practitioner with Medical Council of India or any other State Medical Council of Indian Union.**
- VIII. Self-attested/attested copies of any of the three documents mentioned below as residential proof.
 - a) Passport
 - b) Voter ID Card
 - c) Ration Card with Address
 - d) Caste and Domicile Certificate with address and the photo issued by State Govt.
 - e) Family Identification Patra
 - f) Electricity Bill (not older than last three months)

10. The candidates should:

(1) Mark page numbers on the top at right hand side corner of each page and mention the total number of pages in the Application Form.

(II) Sign all the pages of the Application Form, certificates and documents.

11. Candidates applying for a post must ensure that they fulfill all the eligibility conditions as on the day of closing date. Ineligible candidates not need to apply.
12. List of provisionally shortlisted eligible candidates will be uploaded on web site i.e., nhmharyana.gov.in and haryanahealth.gov.in after scrutiny of applications. **Candidates are advised to visit the web sites regularly for any corrigendum/ notice/ updates/ result etc. As no separate call letter/communication in hard copy will be sent to the provisionally eligible candidates on their correspondence addresses.** The application shall be subjected to subsequent scrutiny and can be rejected at any point of time if found incomplete/wrong/not fulfilling the eligibility criteria etc. No correspondence in this regard shall be entertained.
13. Selected candidate shall not have any claim for regularization of his/her services based on the duties performed under this contract.

14. (i) It is clarified that a person/candidate who has been terminated or discontinued from the services of NHM as per the provisions mentioned in NHM Service Bye Laws at clause no.21 (b) & (c), he/she will be treated as disqualified candidate for any fresh recruitment under NHM as per the provisions mentioned in NHM Service Bye Laws at Clause no.9 (2) "Disqualification": No person, who has been dismissed from the Mission under any State or at National level or from the service of the Government of India or any State Government or a local authority, a corporation or institute, shall be eligible for appointment to any post.
- (ii) No court case/Police enquiry/FIR etc. should be pending against the applicant and he/she should not be convicted by any court.
- "Selected Candidates shall submit the declaration regarding the same on legal stamp paper duly notarized".
15. Any instructions issued by Health Department, Haryana/National Health Mission Haryana from time to time will be followed.
16. No TA/DA shall be paid for recruitment process.
17. Number of posts can be increased or decreased.
18. Document's verification of shortlisted candidates will be done by this office. If any candidate is found with false documents at the time of appointment or later stage, his/her appointment/recruitment will be cancelled/terminated immediately without serving any notice and suitable action shall be taken against him/her as per rules/laws.
19. The candidature shall be provisional and will be subject to verification of eligibility conditions with reference to original documents. Screening and selection will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish accurate, full and correct information in the application form.

This office reserves the right to cancel the whole recruitment process at any time at any stage without assigning the reason to candidate.

mkumar
22/8/25

Civil Surgeon cum Chairman, Executive Committee
District Health and Family Welfare Society, Panchkula



NATIONAL HEALTH MISSION



Paryatan Bhawan, Bays No. 55-58, Sector-2, Panchkula, Haryana

Tel No: 0172-2560124, 2573922, 2570458, Fax: 0172-2580466

Website: nrhmharyana.gov.in, E-mail ID admin.nrhmhry@gmail.com

From, Mission Director,
National Health Mission,
Bays No. 55-58, Sector-2
Panchkula, Haryana

To All Civil Surgeons
Haryana State

Memo No: NHM/Admin/HRC-1/2025 / 4306-26

Dated: 06/5/25-

Subject: Regarding partial modification in Selection Criteria for recruitment of Staff by the District Health & Family Welfare Society, Haryana on Contractual basis under NHM at district level- Modified.

In partial modification in Table "A" of this office letter no NHM/Admin/HRC-1/2022-23/10885-905, dated 20.03.2023, on the subject cited above, it is informed that, following revised/modified Selection Criteria for the recruitment of staff on contractual basis under NHM at district level be adopted with immediate effect. The modification in the NHM Selection Criteria for district level recruitment has been done after the approval of Hon'ble Health Minister and W/Additional Chief Secretary (H) cum Chairman Executive Committee of State Health Society, Haryana.

Revised Selection Criteria for recruitment of Posts under NHM-District

Sr. No	Existing Components	weightage	Marking Pattern
1	Essential basic Qualification.	30	30 x Percentage 100
2	- Post Qualification relevant work experience in same field in any State Govt./Semi Govt./ UT / any Govt. Board/ Corporation / NHM shall be considered. OR - Post Qualification relevant work experience in same field in private Hospitals/Labs, which are JSI/NABH/NABL accredited /ISO Certified and any other nationally accredited Health Institution only will be considered/admissible at par with Govt. Facilities	10	02 marks for each completed year (Maximum 10 marks).
3	Local area weightage =10 - Weightage of marks "for District applicants": 10 marks(the candidate be a bonafide resident of the district.) - Weightage of marks for "out of the district applicants" : Zero(0) marks <i>*For the recruitment of all posts except MO's & Specialists</i>	10	
	Total marks	50	



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Website: nrhmharyana.gov.in, E-mail ID admin.nrhmhry@gmail.com

Note: Other terms & Conditions mentioned in previous letter dated 20.03.2023 shall be followed as it is without modification which is reproduced as under:-

Table: B Checklist for acceptable documents as proof of address for General Public is as under:

Sr.No	List of Documents for proof of Address(residential proof)
1	Passport
2	Voter ID Card
3	Ration Card with Address
4	Cast and Domicile Certificate with address and the photo issued by State Govt.
5	Parivar Pehchan Patra
6	Electricity Bill(not older than last three months)

Note: Any of the above three documents (Sr.No:1 to 6) be produced at the time of recruitment.

Instructions:

1. It is clarified that, the recruitment of contractual posts under NHM approved in RoP, should be done with wider publicity in various newspapers through Directorate of Public Relations.
2. It is clarified that, no written test should be conducted for the recruitment of posts under NHM at district level. Only selection criteria mentioned above in this letter should strictly be followed for all future recruitments under NHM Haryana. No over & above criteria should be followed for recruitments under NHM at district level.

Additional guidelines for selection criteria are as under:-

- The formula for calculating the marks for Essential Basic qualification (Sr. no 1 of Table-A) will be done by multiplying the percentage of marks obtained by the candidates with weightage and divided by 100.
- 02 marks will be given for each completed year of additional relevant post experience, with maximum of 10 marks for all Posts.
- The reservation policy of Haryana Government should strictly be followed.

Note:

1. As Deputy Commissioner is the Chairman of District Health & Family Welfare Society, there must be an observer/nominee of Deputy Commissioner for the entire recruitment process, irrespective of the number of vacancies.



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2. In all cases, the final result list will be got approved from respective Deputy Commissioner -cum Chairman, District Health & Family Welfare Society.
3. If there is any query regarding the selection criteria, you may please write or contact Dr. Virender Ahlawat, Dy. Director (Admin), NHM Haryana.

- **This letter supersedes all previous instructions regarding recruitment under NHM at district level..**


Director(Admin)
National Health Mission
Haryana, Panchkula

Memo No: NHM/Admin/HRC-1 /2025/4327-4365

Dated: 06/11/25

A copy is forwarded to the following for the information and necessary action please:

1. All Directors/Joint Directors/Dy.Directors/Programme Officers, NHM, Haryana, Panchkula.
2. All Deputy Commissioners-cum Chairman, District Health & Family Welfare Society, Haryana.
3. PS/HM for information of Hon'ble Health Minister Haryana.
4. PS/Additional PSCM-II for information of Additional PSCM-II
5. PS/ACS Health for information of worthy Additional Chief Secretary to Government, Haryana, Health Department.
6. PS/MD, NHM for information of worthy Mission Director, NHM Haryana, Panchkula.
7. PS/DGHS, Haryana for information of worthy Director General Health Services, Haryana, Panchkula.


Director(Admin)
National Health Mission
Haryana, Panchkula

11. Internship / Training (if any): Year(s) Month(s) Day(s)

Name of Institution / Organization	Designation	From	To	Total period

12. Total Experience: Year(s) Month(s) Day(s)

Name of Institution / Organization	Designation	From	To	Pay/Salary / Honorary p.m.	Total period

13. Detail of document attached : _____

14. Declaration : I hereby declare that

1. All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or ineligibility being detected before or after the interview/selection/appointment, my candidature may be cancelled and action can be taken against me by the commission.
2. I have read the provisions in advertisement of the omission carefully and I hereby undertake to abide by them. I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.
3. I have never been convicted by criminal court.

Date : _____

Place : _____

Signatures of the Candidate