

**Terms of Reference**  
**Technical Officer (Planning and Donor Coordination) (CTD)**

National Health Systems Resource Centre (NHSRC), New Delhi on behalf of Central TB Division, Ministry of Health & Family Welfare (MoHFW) is seeking applications from qualified candidates for the above mentioned post purely on contractual basis.

**Responsibilities:**

1. Provide technical support to CTD in development and revision of NTEP project implementation plan
2. Assist CTD in development of proposals for bilateral donor agencies
3. Facilitate CTD interactions with Donors, including Donor reporting, joint Donor missions, Mid-term review, etc.
4. Assist CTD in building the capacity of States in planning and budgeting
5. Assist CTD in reviewing and advising on budgeted annual action plans from States, within the context of overall State NRHM PIPs
6. Assist CTD in coordinating with States for donor related issues, reviews, reporting, etc.
7. To work in collaboration with technical officers of other thematic areas of the program on cross cutting issues.
8. To facilitate change management with respect to use of ICT & Nikshay tools for concerned data entry, validation & its use for public health action
9. Any other job assigned as per programme need.

**Essential Qualification / Requirements**

Post-graduate degree in management

**Preferential Qualification/Skills**

At least five years of experience working with public health programmes

Skills in the area of programme planning, budgeting, donor relationships proposal development and project management is an added plus

Knowledge of tuberculosis control is advantageous.

**Reporting**

The overall In charge of Technical Officer (Planning and Donor Coordination) would be the ADDG-TB.

**Age**

Upto 65 years and ready to travel extensively

**Remuneration**

Remuneration Range: Between Rs. 90,000/- to Rs. 1, 30,000/- per month

**To Apply:**

Candidates are requested to download the application form attached with the TOR, which is uploaded on the NHSRC website and email the duly filled application form to [recruitments.ctb@gmail.com](mailto:recruitments.ctb@gmail.com) only by **22-Jul-2020**. Application submitted in other format will not be accepted. Please ensure to mention post applied for on the application form, without which the application form will not be accepted.