



THE NATIONAL INSTITUTE OF HEALTH AND FAMILY WELFARE
Baba Gangnath Marg, Munirka, New Delhi- 110067

Advertisement Notice No.B.12028/6/2020-Admn.I (Computer Centre)

The National Institute of Health and Family Welfare (NIHFW) is an Autonomous / Apex Technical Institute funded by the Ministry of Health and Family Welfare for promoting Health and Family Welfare Programmes in the country through Education & Training, Research & Evaluation, specialized services, consultancy and advisory service. The following posts need to be filled up for short term in the Computer Centre. The duration of the appointment will be initially for a period of six months. The contract may be curtailed or extended based on requirement and performance during the period:-

Sl.No	Name of the post	No. of Posts	Salary Range in Rs. Per month	Date and time for Online receiving of application
1.	Consultant (Computer Hardware and Networking)	1	Rs.60,000/- to Rs 80,000/- p.m.	31/7/2020 upto 5.00 p.m.
2.	Consultant (Software Development)	1	-do-	

1. Name of the Post: Consultant (Computer Hardware and Networking)
No. of the Post: 1 (One)
Consolidated pay: Rs.60,000/- to Rs.80,000/- p.m. depending upon qualification and experience as decided by the Competent Authority.

Essential Qualifications:

- Full-time B.E / B.Tech in Computer Science / Information Technology from AICTE approved / UGC recognized institute / university
- Or
- Full-time course in Masters in Computer Application (MCA) from AICTE approved / UGC recognized institute / university
- Candidates scoring minimum 60% in aggregate (or equivalent grade) in the qualifying graduate / post graduate degree (as applicable) are only eligible to apply.

Essential Experience:

- 3 years or more
- Evaluate, plan and integrate technical infrastructure solutions.
- Guarantee a secure infrastructure environment as well as production stability and performance.
- Proven Knowledge in Cloud, Virtualization & Network Security.
- Strong analytic and problem solving skills.
- Sound knowledge and experience on root cause analysis and define corrective measures.
- Sound knowledge of Virtualization environment.
- Should have experience of migration of servers.
- Should possess good automation skills
- Experience of managing / implementing IT projects of health sector including software / solution development, hosting of the solution, providing network services etc. Experience in government sector will be preferred.
- Experience of monitoring and managing the ICT infrastructure like database management, hosting servers, SAN, network, firewall etc.
- Preparation of status reports on technology aspects of an IT project.
- Excellent oral and written communication skills in Hindi and English.

Key Responsibilities:

- Manage Video-conferencing facility and other IT-related infrastructure in the Institute
- Design and participate in IT-based training programme in the Institute
- Management of Social Media platforms
- Maintaining the firewall, antivirus and server related activities in the institute
- Management of hardware devices like desktops, laptops etc. in the institute
- Any other activity as asked by the I/C Computer Center

Age limit: Upto 40 yrs. **(as on date of Interview)**

Duration: Initially for (06) months

2. Name of the Post: **Consultant (Software Development)**

No. of the Post: 1 (One)

Consolidated pay: Rs.60,000/- to Rs.80,000/- p.m. depending upon qualification and experience as decided by the Competent Authority.

Qualifications: Essential:

- Full-time B.E / B.Tech in Computer Science / Information Technology from AICTE approved / UGC recognized institute / university
- Or
- Full-time course in Masters in Computer Application (MCA) from AICTE approved / UGC recognized institute / university
 - Candidates scoring minimum 60% in aggregate (or equivalent grade) in the qualifying graduate / post graduate degree (as applicable) are only eligible to apply.

Essential Experience:

- 3 years or more in designing, hosting & maintaining websites and developing software.
- Experience of managing / implementing IT projects including software / solution development, hosting of the solution, providing network services etc. Experience in government sector will be preferred.
- Knowledge of .net.SQL and PHP.
- Experience in computer programming, web-designing / reviewing solution architecture for an ICT project.
- Experience of monitoring and managing the ICT infrastructure for an IT project including database management, hosting servers, SAN, network, firewall etc.
- Preparation of status reports on technology aspects of an IT project.
- Excellent oral and written communication skills in Hindi and English.

Key Responsibilities:

- Manage, maintain and update and upgrade web-site of the Institute on daily basis.
- Develop software for various activities in the Institute
- Participate in IT-based training programme in the Institute
- Designing and Conduction of trainings on on-line platforms
- Management of Social Media platforms
- Any other activity as asked by the I/C Computer Center

Age limit: Upto 40 yrs. **(as on date of Interview)**

Duration: Initially for (06) months

NOTE:

The need is immediate and time-bound and, therefore, only those candidates who can join at short notice of one to two day may only apply.

Place of Duty: The National Institute of Health and Family Welfare (NIHFW), Munirka, New Delhi-110067.

General Instructions:

1. Applications to be submitted by e-mail only to the address: soadmin1@nihfw.org or info@nihfw.org latest by **31/7/2020 upto 5.00 p.m.**
2. The short listed candidates for the positions of **Consultant (Computer Hardware and Networking) & Consultant (Software Development)** would be informed through e-mail/ phone calls and they would be required to available for online **Interview** on the scheduled date and time which will be communicated to them in due course of time.
3. The finally selected candidate's candidature will be only provisional subject to submission and verification of documents. Therefore, they will be required to report to Office of Deputy Director (Admn.), as per direction at Room No. 111, Admn. Block, NIHFW, New Delhi along with detailed CV duly signed as per Performa enclosed and self-attested copies of age proof, photo ID proof, requisite qualifications and experience certificates and **original certificates** for verification.
4. The NIHFW reserves the right to either fill up the posts, or not, without assigning any reason.
5. The candidates are required to submit their application on the enclosed format alongwith scanned self attested copies in support of their age, qualification and experience etc. through e-mail. Applications received after the closing date and time i.e. **31/7/2020 upto 5.00 p.m.** will not be entertained. The application and self-attested copies of certificates so submitted through e-mail and / or at the time of final verification will not be returned to candidates.
6. Candidates must ensure that he/she fulfills the requisite essential qualifications, experience and age etc. on the date of Interview.
7. Without original certificates, the candidates will not be considered for appointment. In all cases the decision of this Institute shall be treated as final.
8. The candidates desired to apply for more than one post shall be required to submit separate application form. Request to consider for more than one post on the basis of a single application shall not be considered in any case.
9. Canvassing of any form will render candidate as disqualified.

DIRECTOR

निःसंतानता संबंधी निःशुल्क परामर्श के लिए संस्थान के क्लिनिक में प्रथम पंजीकरण हेतु संपर्क करें।
(कार्यदिवस : सोमवार और बृहस्पतिवार सुबह 9.00 से 12.00 बजे)



**The National Institute of Health & Family Welfare
Baba Gang Nath Marg, Munirka, New Delhi-110067**

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1. Name of the post applied for : _____
2. Name of the candidate in full : _____(Hindi)
: _____(English)
3. Father's Name : _____
4. (a) Address for correspondence : _____
(b) Mobile phone No. : _____
(c) Email address : _____
5. Permanent Address : _____
6. Date of birth and present age : _____
(as on date of interview)
7. Whether belongs to SC/ST/OBC : _____
/ Minority / PWD (Please specify)
8. Educational Qualifications :

Sr. No.	Qualification	Board / University	Year of passing	Max. Marks	Marks obtained	Percentage (%)

9. Details of employment:

Post held	Name of Deptt. / Organization	Salary drawing / drawn	From	To	Nature of duties performed

10. In case of Pensioner:

Name of the Organization with full address	Post held	Scale of Pay / PB with Grade Pay	Amount of Basic Pension	Remarks

11. Any other relevant information: _____

12. Please link the self-attested copies of certificates in support of your educational qualification, experience, Date of Birth, Caste etc.

13. List of enclosures

(i) _____ (ii) _____ (iii) _____

(iv) _____ (v) _____ (vi) _____

14. I undertake that the information submitted by me is correct to the best of my knowledge and in case of any suppression of information or incorrect information, my services be terminated with immediate effect.

Date: _____

Signature of the applicant
Name: _____