Applications are invited from the qualified candidates for the fulfillment of below mentioned vacancy under District Health Society, Nicobar on Contract Basis.

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<tr>
<th>Sl. No</th>
<th>Name of Post</th>
<th>No. of Post(s)</th>
<th>Remuneration</th>
<th>Place of Posting</th>
<th>Eligibility</th>
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<tr>
<td>1</td>
<td>District Accounts Manager</td>
<td>01</td>
<td>Rs. 30800 + 10% Hard Area Allowance</td>
<td>O/o District Health Society, Nicobar</td>
<td>Essential: 1) The candidate must have CA/ MBA (finance)/ M.Com from recognized university. 2) Minimum Three years post qualification work experience in the field of accounting/ finance. 3) Computer proficiency with high level of familiarity like Tally, MS word, Excel, Power point &amp; Internet etc.</td>
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GENERAL INFORMATION

1. The appointments will be made purely on contract basis and on consolidated pay as mentioned above.

IN CASE IF IT IS DETECTED AT ANY STAGE OF SELECTION THAT A CANDIDATE DOES NOT FULFIL THE ELIGIBILITY NORMS AND/OR THAT HE/SHE HAS FURNISHED ANY INCORRECT/FALSE INFORMATION OR HAS SUPpressed ANY MATERIAL FACT(S), HIS/HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORT COMINGS IS/ ARE DETECTED EVEN AFTER SELECTION, HIS/HER SERVICES ARE LIABLE TO BE TERMINATED WITHOUT ANY NOTICE.

2. Interested candidates fulfilling the eligibility criteria are requested to apply in the prescribed format.

3. While applying for the post, the applicant should ensure that he/she fulfills the eligibility criteria and other norms and that the particulars furnished by him/her are correct in all respects.

4. Selected candidates will have to work in remote/hard areas and also other remote hard area on as and when required basis.

5. Incomplete/defective applications, applications without requisite certificates and photograph of the candidates shall be summarily rejected.

6. The engagement will be as per the guidelines of respective NHM programme under District Health Society, Nicobar on Contract basis for a period of 11 months from the day of signing the contract the selected candidates. Any extension or renewal appointment beyond this duration, if any, will be subject to a review of performance and contribution towards work and an agreement on terms that must be mutually agreed upon. However this would not be construed in any manner a promise for the regular appointment under District Health Society, Nicobar.

7. No individual call letters will be issued, the names of the candidates who fulfill the eligibility criteria will be displayed in the notice board of the District Health Society, Nicobar, Deputy Commissioner’s Office, Nicobar and will also be published in the “The Daily Telegram” and in the website of A & N Administration.

8. The schedule of Interview will be intimated to the eligible candidates later.

9. No TA/DA shall be paid to the applicants appearing in the interview

10. Waiting list will also be prepared with one year validity.

11. Self Attested photocopies of Mark Sheets, Certificates in support of Educational Qualifications & other certificates, e.g. Degree, Post-graduation, Diploma, Professional Qualifications etc. (as the case may be), Birth certificate, local certificate & Employment Registration card. Experience certificate(s) specifying NATURE & PERIOD of experience should be enclosed. Application should be sent in a cover superscripted “APPLICATION FOR THE POST OF .....................................” And should be addressed to The Chairperson, District Health Society, Nicobar-744301, Telephone: 03193-265044.

12. Last date for the receipt of the application is 23rd August, 2018, 5.00 PM. Application received after the last date and time shall be summarily rejected.

3. No accommodation facility will be provided for Candidates appearing for Interview.
APPLICATION FORM

1. Post Applied For: [Self attested photograph]

2. Name of the Applicant:

3. Father's Name:
   a. Date of birth (as recorded in educational certificate) [Date/Month/Year]
   b. Age as on 23.07.2018 (complete year and months) [Year/Month]

4. Sex

5. Present Contact Address with Telephone No:

6. Nationality

7. Permanent Contact Address with Telephone No:

8. Language spoken/written:

9. Education: High School onwards, Please list all your qualifications

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<th>Sl. No</th>
<th>Educational Qualification</th>
<th>Institute/Board</th>
<th>Year</th>
<th>Full Mark</th>
<th>Marks secured</th>
<th>%</th>
<th>Full/Part Time/Distance Learning</th>
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11. Years of Experience:

11A. Current Employment:
   From (Month/Year) To (Month/Year) Designation

   Location of Employment:

   Description of your duties:

11B. Previous Employment:
   From (Month/Year) To (Month/Year) Designation

   Location of Employment:

   Description of your duties:

The above said information furnished by me is correct and true to the best of my Knowledge.

Signature of the Applicant