

## **National Consultant (Training & Human Resource)**

### **Organization:**

TCI Foundation an autonomous entity under Transport Corporation of India works in collaboration with Government, Public Sector Undertakings, National and International organizations and reputed corporates to serve the nation with motto of equality and better life for all citizens in the country.

### **Global Fund Support for Intensified Malaria Elimination Project (IMEP-2)**

TCI Foundation is one of the Principal Recipients of Global Fund Grant for the period 2021 to 2024 and has been assigned the responsibility to work in unison with National Centre for Vector Borne Diseases Control (NCVBDC) Ministry of Health & Family Welfare (MoHFW) Government of India for Intensified Malaria Elimination Project (IMEP2).

### **Position:**

TCI Foundation invites applications for the position of **National Consultant – (Training & Human Resource)** purely on contractual basis. The selected candidate on this position would be required to maintain good liaison with authorities and officials of NVBDCP, State VBDCP, District VBDCP, internal and external agencies for the progression and completion of program activities within the given timeframe.

#### **i. Purpose:**

Technically support NCVBDC for effective implementation of GFATM supported Intensified Malaria Elimination Project (IMEP-2) in various States at National/ State/ District/ Sub-district levels. The position would play a critical role in evidence-based decision making at various levels to bring efficiency and effectiveness in the Programme and in bridging the gaps between planning and implementation.

#### **ii. Job Responsibilities:**

- To assess the training load at different levels (National/ State/ District/ Sub-district) and develop training plan for the country's Malaria Elimination Programme including review the status of online and field training facilities, resources, and capacity building needs for implementation of the training plan.
- To review and develop the training modules (including e-training modules) for various cadres of healthcare workforce; and to support, facilitate & guide Principal Recipient-2 (PR-2), States, Districts and NGO SRs in developing training modules.
- To analyze the job responsibilities of various cadres of healthcare workforce to be trained and suggest & upgrade the knowledge base and necessary skills to improve competency of the trainees (Competency based approach).
- To collaborate with and support PR-2 in devising strategy for training needs assessment of the healthcare workforce at all levels (National/ State/ District/ Sub-district) and to supervise and facilitate the Regional Coordinators in planning and carrying out the trainings in collaboration with other NVBDCP staff at various levels in the States/UTs.
- To keep liaison and coordinate with other training/ management institutions/ VBDCP Units (State/ District/ Sub-district levels) for specialized trainings on malaria elimination programme.

- To review the monthly/quarterly/annual reports received from States/ Districts, based on agreed targets and progress made along with dashboard related programme indicators.
- To provide support/ inputs to ensure quality and timely implementation of training plan; and to undertake training/capacity building of NVBDCP & other healthcare staff at National, State, District and Sub-district levels, online as well as in-person.
- To supervise and monitor HR at various levels, analyze their monthly activity reports and provide feedbacks to them.
- To undertake supervisory field visits in States/ UTs/ Districts (atleast 10 days a month) to analyze the situation, assess implementation, finding gaps and take corrective actions accordingly, in a manner that maximizes coverage of health facilities/ villages and effective utilization of resources.
- To participate in planning and organization of review meetings at National and Sub-national levels.
- To undertake any other task assigned by the Reporting authority.

iii. **Qualification and Experience:**

MBBS with Post-Graduate qualification (Degree/Diploma) in PSM/ Community Medicine/ Public Health.

**OR**

MBBS with MPH with 5 years' experience in Public Health at National or State level.

**OR**

BDS/BAMS/BHMS/B. Pharmacy/ with MBA (Health Management)/ MPH with 5 years' experience in Public Health at National or State Level.

**Desirable-**

Prior experience of imparting training in the health sector (at national/state level) would be an added advantage.

iv. **Skills**

- Strong expertise in the domain of surveillance, field epidemiology, outbreak response, VBD control.
- Computer proficiency with commonly used packages like MS Word, Excel, Power Point & Web surfing.
- Knowledge and proficiency in statistical software packages such as SPSS, Epi Info etc.
- Excellent communication (oral and written) and presentation skills, analytical and interpersonal abilities.
- Demonstrated ability to work in a multi-disciplinary team environment.

v. **Nature of appointment:** The appointment will be on contract basis initially for one year and thereafter extendable for specified period) on the basis of performance appraisal to be assessed for work output, personal attributes, functional competency etc.

vi. **Reporting:** Reporting will be to Nodal Officer, GFATM under the overall supervision of Director, NVBDCP.

vii. **Age:** Upper age limit is 55 years and ready to travel extensively.

viii. **Remuneration and Annual Increment:** Up to Rs. 132,000/- per month (consolidated). Remuneration would depend on qualification, experience & performance during written test/

interview. Annual increment would be based on performance appraisal and as per Global Fund policy.

- ix. **Posting Place:** National Centre for Vector Borne Diseases Control (NCVBDC) Ministry of Health & Family Welfare (MoHFW) at Delhi.
- x. **Deliverables:** Submit a Monthly Activity Report and Annual Report to Reporting Officer in NCVBDC. Performance appraisal would include review of monthly activity reports, field visits, timely completion of activities and innovations done and annual assessment.
- xi. **Selection:** Selection and appointment shall be carried out through advertisement followed by walk-in written test/ virtual or in person interview, if short listed.
- xii. **Service Tenure:** The candidate would be required to serve the organization till 31st March 2024 provided there is no termination of services by the organization.
- xiii. **Equal Opportunities:** TCI Foundation is an equal opportunity employer. Employment at TCI Foundation is based solely on individual's merit and qualifications directly related to professional competence. TCI Foundation does not discriminate against any employee or applicant because of race, caste, creed, colour, religion, gender, origin, disability, marital status, or any other basis protected by law.
- xiv. **How to Apply:** Candidates applying for the position are requested to adhere to following:
  - a. Check your eligibility.
  - b. Duly filled Application Form (link placed below)
  - c. Given the large volume of applications we receive, we are unable to respond to all applicants and our responses are limited to those who are short listed.
  - d. Merely fulfilling the eligibility and applying for the position does not entitle the candidate to be called for interview.
  - e. No TA/DA will be paid to attend the interview in person, if invited.
  - f. The advertised position can be cancelled/varied as per the discretion of the employer.

**Last Date to Apply: 22 July 2022**

[click to apply](#)