



AIIMS/PED/SCoE/2023/434

Date: 26 September 2023

NOTICE & ADDENDUM

Notice

Extension of Last Date of Submission of Online Application for Recruitment to Various Post on contractual basis under SCoE4N, Department of Pediatrics, AIIMS Raipur

1. This is with the reference to the advertisement No. AIIMS/PED/SCoE/394 Dated 11/09/2023 for recruitment to various post (i.e. Pediatrician, District Nutrition Coordinators, feeding Demonstrator, Cook, Statistician/Data Manager) at SCoE4N; Department of Pediatrics, AIIMS, Raipur.
2. The last of submission of online application for all the posts is extended till 10/10/2023 Accordingly, the crucial date for determining eligibility conditions for all the posts will be 10/10/2023.

Addendum

Below mentioned post is also included in the advertisement published on AIIMS Raipur website vide: Advertisement No. . AIIMS/PED/SCoE/394 Dated 11/09/2023 with all other terms and condition & procedure for application will remain same according to the above mentioned advertisement .

Post Sr.No.	Post designation	No. of vacancy	Nature of post*	Consolidated Honorarium per month (in Rs)	Detailed terms of reference (ToR) is attached at annexure
P5	Statistician/Data Manager	1	UR	35000	V

Last date of online application of this post also will be 10/10/2023 as per the above notice

- * *Note: All the posts mentioned above are Under UNICEF grant as per MOU.*
- * *In case of large number of applications, interview may be spilled over next day or screening test may be held or any other criteria may be adopted as may be deemed fit to shortlist the candidates. The decision of the competent authority will be final, and no correspondence whatsoever will be entertained in this connection.*

Annexure V: Sr. No. P5- Statistician/Data Manager- 01, No. of Posts - 01 (UR)

Name of the position: Statistician / Data Manager

Purpose: Under the direct supervision of Programme Director and State Coordinators will be placed with SCoE4N to analyze the situation of program with analytical findings and perform following duties.

Major duties and responsibilities (including but not limited to):

- Facilitate data analysis and review meetings with block and district officials/teams to review the programme indicators for nutrition and CMAM programme.
- Support state level review meetings with SCoE4N officials, District Coordinators, State and District officials and support staff through data analysis.



- Organize and conduct state level trainings on streamlining data systems and MIS to support CMAM and other nutrition interventions reporting mechanism.
- Support SCOE4N to develop online monitoring mechanism for district team and state officials and generate monthly monitoring reports.
- Documentation/ developing progress reports/ annual reports and sharing of best practices/success stories for various nutrition related MIS and CMAM programme.
- Facilitate planning and capacity development on MIS for CMAM, IYCF and AMB in collaboration with SCOE, UNICEF, DWCD and NHM.
- Develop quarterly self-assessment status based on the performance assessment tool.
- Share recommendations for strengthening of essential nutrition interventions.
- Collate learnings, good practices from different blocks and share at the district level.
- Any other task delegated by the authority.
- Reporting and completion of any work assigned by Project Director and Project Coordinator.
- Monthly/quarterly assessment of the data collected by the District Coordinators.
- Any other responsibilities/tasks provided by SCOE4N and UNICEF.

Eligibility criteria:

No. of position	01
Essential qualification	Applicants must have a post-graduate degree in Statistics, Information technology, Data management, Health Informatics, Public Health Nutrition, Health Management, Health Administration, Epidemiology/Social Science or related field.
Experience	<ul style="list-style-type: none"> • At least 3 years of experience of handling data especially in nutrition projects and the Health and ICDS system is essential. • Experience of managing programs with nutrition /health programs and knowledge of HMIS, POSHAN Tracker is preferred. • Experience of working at State level in close coordination with Government Officials is desirable. • Previous experience of working with any academia or UN organization will be of added value.
Skills and competencies	<ul style="list-style-type: none"> • Demonstrated ability to work in a multi-disciplinary environment and to establish harmonious and effective relationships with governmental, non-governmental and civil society organizations. • Should be able to develop Applications/programmes for data management online. • Skills and knowledge in managing community based public health, livelihood, rural development and nutrition programs including capacity building is essential • Knowledge of computer applications (Word, Excel, Power Point, other presentation software) is must and knowledge and understanding of statistical tools like SPSS, STATA, Atlas TI, Epi Info etc. and familiarity with the KoBoToolbox, Google forms etc. added advantage. • Ability to work in harmony with the partners and maintaining poise in difficult situations. • Experience in data analysis and report writing is essential. • Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset. • Willingness to travel to all districts of Chhattisgarh.



25/09/2023

	<ul style="list-style-type: none">• Experience in data analysis and report writing is essential.• Excellent oral and writing skills both in Hindi and English is essential, knowledge of local language is an asset.• Willingness to travel to all districts of Chhattisgarh.
Professional Fees	Rs. 35,000 /- per month (Consolidated).
Estimated Travel	Minimum 5 days in a month (Note: Subsistence, Mobility and Contingency support shall be separately provided, to address field travel and related cost incurred by the candidate)
Age limit	Below 40 years (as on the last date of application).
Location	State Center of Excellence for SAM Management- Dept of pediatrics, AIIMS Raipur and School of Public Health-AIIMS Raipur, Chhattisgarh
Duration	The project duration is from 1 November 2023 to 31 December 2023. The successful candidate shall be issued an initial contract till 31 st December 2023, which will be extended based on performance, funds availability from the funding agency, and continuing requirement for the position.
Note	Eligibility criteria may be relaxed as and when required.

अखिल भारतीय आयुर्विज्ञान संस्थान, रायपुर

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Project Director

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प्राध्यापक एवं प्रमुख, बाल एवं शिशु रोग विभाग
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