



**OFFICE OF THE DIRECTOR**  
**BPS GOVERNMENT MEDICAL COLLEGE FOR WOMEN**  
**KHANPUR KALAN, SONIPAT, HARYANA**  
Ph. No.- 01263-283063 / 01263-283064  
E.mail: [director-bpsgmc.dmer@hry.gov.in](mailto:director-bpsgmc.dmer@hry.gov.in)

No. BPSGMC/KM/24/389

Date: 09/12/2024

**Advertisement for recruitment of Project Staff for National Mental Health Survey in India -Phase 2**  
**(NMHS-2)**

Advertisement for the posts of NMHS Survey Co-Ordinator and NMHS Survey Field Data Collector on contract basis for the project entitled "National Mental Health Survey in India - Phase 2" funded by Ministry of Health and Family Welfare, Government of India and coordinated by NIMHANS, Bangalore in the state of Haryana has been approved for which we need following manpower in Department of Community Medicine, Khanpur Kalan Sonapat.

The details are as follows:

S. No.	Name of Post	No. of Post	Salary	Qualification/eligibility & experience	Upper age-limit for fresh recruits
1	NMHS Survey Co-ordinator	One	Consolidated Rs. 55,000/- per month; excluding local travel which will be borne separately	<b>Essential Qualification:</b> <ul style="list-style-type: none"><li>- Master of Public Health / Psychology / Social work / Sociology /Rural Development or related areas.</li></ul> <b>Desirable Qualification:</b> <ul style="list-style-type: none"><li>- One year experience in conducting field survey related to mental health.</li><li>- Experience in working in projects / programs at State level.</li><li>- Demonstrated ability to liaison with different and multiple organizations at State / National Level.</li><li>- Skills in planning and conducting research /survey related training programmes.</li><li>- Fluency to communicate in local language and multiple dialects.</li><li>- Undertaken Health related field-based data collection.</li><li>- Ability to plan, coordinate field-based survey.</li></ul>	45 Years
2	NMHS Survey Field Data Collector	Seven	Consolidated Rs. 45,000/- per month; excluding local travel which will be borne separately	<b>Essential Qualification:</b> <ul style="list-style-type: none"><li>- Masters in Psychology / Social work / Sociology/ rural development or related areas.</li></ul> <b>Desirable Qualification:</b> <ul style="list-style-type: none"><li>- Experience in working in projects/programs at State level.</li><li>- Demonstrated ability to liaison with different and multiple organizations at State/National Level.</li><li>- Fluency to communicate in local language and multiple dialects.</li><li>- Undertaken Health related field-based data collection</li></ul>	45 Years

**Specific responsibilities:**

NMHS Survey Co-ordinator	NMHS Survey Field Data Collector
<ol style="list-style-type: none"><li>1. Undertake data collection in the field.</li><li>2. Planning for field data collection on a week to week basis.</li><li>3. Monitor data collection on a daily basis and maintain status logs of survey activity.</li><li>4. Monitor the progress of the survey, supervise field activities and liaison with local authorities.</li><li>5. Ensure data backup on a daily basis regularly.</li><li>6. Prepare daily, weekly and monthly reports as per specified formats.</li><li>7. Do data checking/ editing for completeness.</li></ol>	<ol style="list-style-type: none"><li>1. Planning for field data collection and liaison with local authorities for data collection.</li><li>2. Undertake data collection in the field as per the plan.</li><li>3. Ensure data backup on a daily basis regularly.</li><li>4. Prepare daily and weekly reports and maintain records as per specified formats.</li></ol>

1. The appointment to this post is purely temporary for a maximum duration of 12 months based on project requirement and satisfactory performance as assessed by the competent authority.
2. Mode of selection: Written examination (MCQ of 80 Marks) and Interview (20 Marks).
3. Date and Schedule of Written examination and Interview will be published on the BPSGMC for Women website (www.bpsgmckhanpur.ac.in)
4. Last date for the submission of application form: Eligible candidate who fulfils the essential qualification and desirable experience should submit the duly filled application form by post to Department of Community, BPS Government Medical College for Women, Khanpur Kalan, Sonapat, Pin code- 131305, on or before. ~~24.12.2024~~ by 5:00 P.M.
5. Only duly filled application forms will be accepted.
  - a. Self-attested photocopies of proof of date of birth (birth certificate/class 10<sup>th</sup> certificate), eligibility qualification mark-sheets, degrees, experience certificate, caste certificate (if applicable), qualifying degree registration with statutory council (if applicable) and other relevant testimonials.
6. Age Relaxation: Relaxable up to 5 years for SC/ST/OBC as per Govt, of Haryana rules
7. No TA/DA will be paid for appearing for the Written examination and Interview.

**Note: The list of screened candidates will be uploaded on BPSGMC for Women website for Written Examination and Interview.**

Enl: Application Proforma

*J. D. Singh*  
Director 8/12/24



**OFFICE OF THE DIRECTOR  
BPS GOVERNMENT MEDICAL COLLEGE FOR WOMEN,  
KHANPUR KALAN, SONIPAT, HARYANA**

Project entitled "National Mental Health Survey in India -Phase 2 (NMHS-2)" Under Department of Community Medicine, BPSGMC for Women, Khanpur Kalan Sonapat.

(Please read the format carefully before fill. If format will be not fill clearly, form will be rejected)

Name of the post applied for: (1) NMHS Survey Co-ordinator (2) NMHS Survey Field Data Collector

**APPLICATION FORM**

1. Name of the Project : \_\_\_\_\_
2. Applying for the post of : \_\_\_\_\_
3. Name of the candidate : \_\_\_\_\_  
(in Block Letter)
4. Fathers Name : \_\_\_\_\_
5. Date of Birth : \_\_\_\_\_
6. Age : \_\_\_\_\_  
(as on last date of Application)
7. Nationality : \_\_\_\_\_
8. Marital Status : \_\_\_\_\_
9. Gender: : Male / Female
10. Category: : SC/ST/OBC/EBC/Others
11. Are you Physically handicapped: Yes/No
12. Correspondence Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Affix passport  
size photograph  
duly attested

13. Mobile No. for contact : \_\_\_\_\_
14. Email : \_\_\_\_\_
15. Educational Qualification:

Sl. No.	Exam Passed	Year of Passing	Board/University	% of Marks

16. Work Experience

Sl. No.	Name of the Employer (Name of Office or Institute)	Period		Post Held
		From	To	

17. Any other Research Experience:

**DECLARATION**

I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief. I understand that in the event of any of the information provided by me are found false or incorrect at any stage, my candidature/appointment shall be liable for cancellation / termination without notice or any compensation in lieu thereof.

Place:

Signature of the candidate

Date: