

**B.J GOVERNMENT MEDICAL COLLEGE & SASSOON GENERAL HOSPITAL, PUNE**  
NATIONAL MENTAL HEALTH SURVEY IN INDIA –Phase 2

**RECRUITMENT NOTIFICATION**

B. J. Medical College Pune is conducting **WALK-IN- INTERVIEW** on **29.02.2024 at 2.30pm** to fill the following posts on contract basis for the project entitled “National Mental Health Survey-2 in India” funded by Ministry of Health and Family Welfare, Government of India and coordinated by NIMHANS, Bangalore in the state of Maharashtra under Professor & Head department of community medicine, BJGMC & SGH Pune Dr. Muralidhar Tambe as Principal Investigator. Eligible candidates fulfilling the criteria may appear with their Curriculum Vitae and all original certificates of educational qualifications (from SSC onwards), Experience, Aadhaar Card, passport size photograph along with one set of photocopies of the certificates duly attested (can be self attested) for verification. Candidates will be selected based on the performance in the Interview.

**Venue: Dean's Office, BJGMC, Pune**

**Date & Time: 29.02.2024 at 2.30pm**

	<b>Name of the Post</b>	<b>NMHS Survey CO-ORDINATOR</b>
1	No. of Post	01
	Essential Qualification	Masters in Public Health / Psychology / Social work / Sociology/ rural development or related areas
	Desirable Experience	<ol style="list-style-type: none"><li>1. Experience in working in projects/programs at State level</li><li>2. Demonstrated ability to liaison with different and multiple organizations at State/National Level.</li><li>3. Skills in planning and conducting research / survey related training programmes</li><li>4. Fluency to communicate in local language and multiple dialects.</li><li>5. Undertaken Health related field-based data collection</li><li>6. Ability to plan, coordinate field based survey</li><li>7. Candidate Should have the experience of administering psychiatric survey instruments</li></ol>
	Remuneration	Consolidated Rs.55,000/- per month; excluding local travel which will be borne separately
	Nature of work	Monitoring the progress of the survey. Supervise field activities in selected villages/wards in five districts namely 1.Nashik,2.Nandurbar, 3.Usmanabad, 4.Nagpur, 5.Gondia.
	Maximum Age Limit	45 years
	Tenure	Six month (extendable)

2	<b>Name of the Post</b>	<b>NMHS SURVEY FIELD DATA COLLECTOR</b>
	No. of Post	07
	Essential Qualification	Masters in Psychology / Social work / Sociology/ rural development or related areas
	Desirable Experience	<ol style="list-style-type: none"> <li>1. Experience in working in projects/programs at State level.</li> <li>2. Demonstrated ability to liaison with different and multiple organizations at State/National Level.</li> <li>3. Fluency to communicate in local language and multiple dialects.</li> <li>4. Undertaken Health related field-based data collection</li> <li>5. Candidate Should have the experience of administering psychiatric survey instruments</li> </ol>
	Remuneration	Consolidated Rs.45,000/- per month; excluding local travel which will be borne separately
	Nature of work	Data collection through interview of the individuals in the household of selected villages/wards in five districts namely 1.Nashik,2.Nandurbar,3.Usmanabad, 4.Nagpur, 5.Gondia. Monitor the progress of the survey. Supervise field activities and liaison with the survey coordinator.
	Maximum Age Limit	45 years
Tenure	Six month(extendable)	

**Specific responsibilities:**

<p><b>NMHS 2 Survey co-ordinator</b></p> <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>
<p><b>NMHS 2 Field Data Collector</b></p> <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>

Note: The candidate must be willing to undertake other responsibilities as may be assigned from time to time by the PI or Co-PI.

**General Terms and conditions:**

- 1) The above positions are on temporary basis only. Since the positions is/are temporary; the incumbents selected will have no claim for regular appointment at BJGMC.
- 2) The conditions of employment is as per Project Recruitment guidelines issued by "NIMHANS" Bangalore from time to time.
- 3) The Dean has the right to accept / reject any application without assigning any reason(s) and no correspondence in this matter will be entertained.
- 4) Candidate should be willing to travel extensively to survey sites selected in the five districts namely 1.Nashik,2.Nandurbar,3.Usmanabad, 4.Nagpur, 5.Gondia.
- 5) The engagement can be terminated with one-month notice from either side without assigning any reason.
- 6) The selected candidate should work at least for a period of two months failing which the salary drawn by him / her will have to be refunded.
- 7) Candidates already employed should submit a "No Objection Certificate" from their present Employer at the time of joining duty.
- 8) No other allowances like CCA, LTC, Medical Claim and PF are not applicable.
- 9) The results of the final selection will be displayed on [www.bjgmpune.org](http://www.bjgmpune.org) website as well as the notice board of Department of Community Medicine, B.J.GMC, Pune.
- 10) Experience certificate should clearly state the nature of work during the period of employment.
- 11) Qualification/Experience in the relevant discipline / field should be from a reputed institution / organization recognized by the relevant authority.
- 12) Date of Interview may be changed due to administrative reasons. Hence, candidates are advised to check website or contact on telephone before appearing for Interview.
- 13) No TA / DA will be given for attending Walk-in-interview.
- 14) In case of more than 30 candidates, a written test comprising of 20 number of Multiple Choice Questions (MCQ) with 20 marks, shall be taken. The level of questions would be of essential qualification prescribed for the position. Only shortlisted eligible candidates will be considered for the oral interview.



Dean  
BJGMC, Pune  
Dean

Advt. Date: 20.02.2024

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Email: [psmdeptbj@gmail.com](mailto:psmdeptbj@gmail.com)

Phone No.020-26102310/2295

Website: [www.bjgmpune.org](http://www.bjgmpune.org)