



GOVERNMENT OF WEST BENGAL
OFFICE OF THE CHIEF MEDICAL OFFICER OF HEALTH
MURSHIDABAD

P.O.- BERHAMPORE, PIN - 742101

Tel no 03482-257877

Email – cmohmurshidabad@gmail.com

No. CMOH-MSD/DHFWS/9002

Dated-15.09.25

NOTIFICATION

Under National Health Mission

(CONTRACTUAL RECRUITMENT)

As per approval issued by Mission Director, National Health Mission & Executive Director, the District Health and Family Welfare Samity & Office of the Chief Medical Officer of Health, Murshidabad is inviting applications for recruitment of different Contractual posts under National Health Mission (NHM) through District Level Selection Committee-NHM, Murshidabad. Eligible candidates may apply only through online application.

- 1. Online applications will start from 16.09.2025, 11AM.**
- 2. Last date of Registration: 08.10.2025, up to 12:00 Hrs. midnight**
- 3. Last date of Application fees: 08.10.2025, up to 12:00 Hrs. midnight.**
- 4. Last date of Final Submission: 10.10.2025, up to 12:00 Hrs. midnight.**

Details of post and Criteria for application are given below in Annexure-‘A’

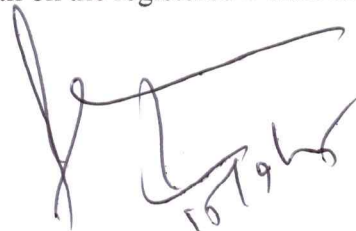
Chief Medical Officer of Health
&
Member Secretary DHFWS
Murshidabad

15/9/25

GENERAL INSTRUCTIONS FOR CANDIDATES

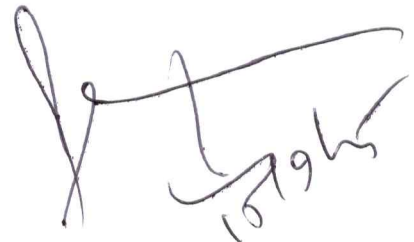
Candidates are requested to follow the General Instructions carefully before filling the Online Application Form:

5. Please visit official website of Health & Family Welfare Department of Government of West Bengal, i.e. wbhealth.gov.in; then on your left side of Home page, under E Governance go to “Online Recruitment”, and click “Online Recruitment”, from where the Home page of Online Recruitment will open. Then for the specific post start filling up application form, first step is ‘continue registration’, and finally ‘continue after registration’ form fill up.
6. Only online applications will be accepted.
7. Be extremely careful in filling up the Application Form.
8. **Online applications will start from 16.09.2025, 11AM.**
9. **Last date of Registration: 08.10.2025, up to 12:00 Hrs. midnight**
10. **Last date of Application fees: 08.10.2025, up to 12:00 Hrs. midnight.**
11. **Last date of Final Submission: 10.10.2025, up to 12:00 Hrs. midnight**
12. **Date of verification of documents – will be published from time to time in website**
13. **Date of interview and/or written test– will be published from time to time in website**
14. Candidates should apply only one time for one post through on-line. Duplicate submission of application through online in same post will not be accepted.
15. Candidates should note that improperly filled up and/or incomplete applications will be rejected.
16. Read instructions carefully about photographs, signature etc.
17. Candidates must strictly follow the instructions given in this general instructions guideline and on the wbhealth.gov.in website. Candidates not complying with the instructions shall be summarily disqualified.
18. Candidates must ensure that the e-mail address and Mobile Numbers provided in the Online Application Form are their own or Parents/Guardians only as all information/communication will be sent by DHFWS through e-mail on the registered e-mail address or

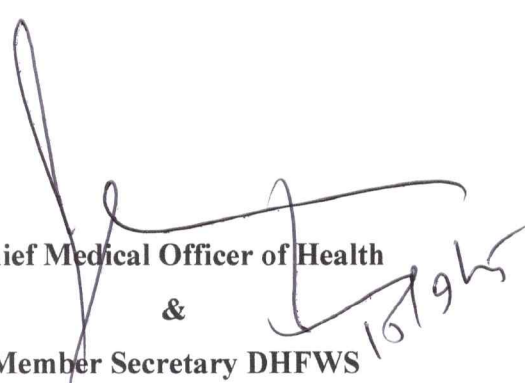


SMS on the registered Mobile Number only.

19. Qualification/s as stated in the above table must be possessed by the Candidate on or before the date of publication of the advertisement. If it is found during verification of testimonials at any stage that the candidate has acquired Qualification/s, at any date after the date of publication of this advertisement, his/her Candidature, shall be summarily rejected.
20. Period of engagement will be initially up to 31st March' 2026. (It may/will be extended further subject to satisfactory performance in current and subsequent Financial year/s).
21. **Working Experience will be calculated as the period from the date obtaining the required qualifications (for the specific mentioned positions) till the last date of online submission. In Experience certificate, period of work done actually should be mentioned clearly otherwise, it will be rejected. Designation of authority issuing experience certificate must be clear and legible. Only joining report will not be treated as an experience certificate. If required and in doubt, experience certificates will be cross verified with authority issuing such certificates and if any discrepancy is found, the said experience will NOT be calculated at the time of final scoring.**
22. Before final selection, shortlisted candidates belonging to the SC, ST, OBC-A, and OBC-B categories will be directed to furnish original certificate issued by competent authority
23. **Online registration number generated at the time of online application must be retained by all applicants for future reference. Office of the undersigned is not liable to give any information regarding the online registration number in future.**
24. **After Uploading Online Application, the Applicant must take a printout of filled in application. The Print out of the applications with all testimonials should be submitted at the time of verifications by the shortlisted candidates. The applicants will have to follow the website for all information/instructions pertaining to the recruitment process.**
25. If the proper signature & photograph of the candidates is/are not uploaded at the time of online applications, that application shall be rejected.
26. The Essential Qualifications mentioned at the minimum and mere possession of the same does not entitle a candidate to claim for selection.
27. Application fees of Rs. 100/- (Rupees One hundred only) or Rs.50/- (Rupees Fifty



- only) should be deposited online for each post following Government guidelines. The online deposition of application fees can be done through net banking or credit/debit card system through an online interface. If the payment is successful, the candidate will have to login again using application ID and Date of Birth for the final submission application and complete process 'Continue after registration'.
28. No TA/DA is admissible for candidates.
29. Candidates are instructed to follow the website (www.wbhealth.gov.in & www.murshidabad.gov.in) regularly for any future reference, information/instructions pertaining to the recruitment process.
30. Age will be calculated as on 01/01/2025 (1st January 2025).
31. Candidates will not be allowed to edit after submission of the online application.
32. Hardcopy, printed copy of the online registration form should be retained by all applicants for document verification purposes. Without registration form no candidates will be entertained for original testimonials verification by the authority.
33. The decision of the competent authority regarding the recruitment is final. The recruitment committee reserve the right to cancel the recruitment process at any stage without assigning any reason thereof and the decision of the committee is final.
34. All previous panels for Murshidabad, if any related to these posts only, are hereby cancelled.
35. Voter ID card will be taken as proof for residence.


Chief Medical Officer of Health
&
Member Secretary DHFWS
Murshidabad

DETAILS OF POSTS- Annexure: 'A' ::

1. Name of post – Cook (Domkal SDH NRC)

Name of post	Cook (Domkal SDH NRC)
Post Code	COOKNRC2025
No. of Vacancy	01 (UR-01), Only Female candidates are eligible to apply
Essential Qualification	1. Candidates must be higher secondary passed. 2. Good command on local language of the District 3. Must know all types of cooking (particularly for Cook) 4. Candidates must have permanent residence within 5 km from facility.
Age limit as on 1 st Jan 25	Age limit minimum 20 years and maximum 40 years as on 01.01.2025,
Remuneration	Rs. 8,000/- (Rupees Eight thousand) per month
Job responsibility	Must know all types of cooking (particularly for Cook). To perform duty as assigned by the authority.



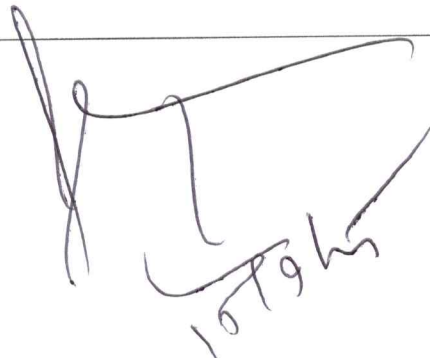
2. **Name of the Post : Attendant (NRC) (Mahesail RH NRC)**

Name of post	Attendant (NRC) (Mahesail RH)
Post Code	ATTEN2025
No. of Vacancy	01 (UR-1), Only Female candidates are eligible to apply
Essential Qualification	<ol style="list-style-type: none">1. Candidates must be higher secondary passed.2. Good command on local language of the District3. Must know all types of cooking (particularly for Cook)4. Candidates must have permanent residence within 5 km from facility.
Upper age limit	20-40 yrs
Remuneration	Rs. 5,000/- (Rupees Eight thousand) per month
Job responsibility	<p>To be engaged as support staff of NRC</p> <p>To assist the Nutritionist, Staff Nurse & Cook</p> <p>To look after the beneficiaries at NRC</p> <p>To perform duty as assigned by the authority</p>



3. Name of post –Social Worker (NRC) (Mahesail RH NRC)

Name of post	Medical Social Worker (NRC) at Mahesail RH
Post Code	SWNRC2025
No. of Vacancy	01 (UR -01, Only Female candidates are applicable)
Essential Qualification	<ol style="list-style-type: none"> 1. Graduate degree (BA/BSc/BCom) from any recognised university 2. One yr. diploma in computer application from any recognised university. Computer knowledge required in Operating system- Windows XP and Windows 7, Office automation MS Office 2010 especially MS Excel Power Point and MS Word, Internet – Thorough working experience in internet explorer or any equivalent browser such as emailing and web browsing 3. , Good Communication on local language of the district.
Upper age limit as on 1 st Jan 2025	Minimum 20 years and maximum 40 yrs
Remuneration	Rs. 18,000/- (Rupees Eight thousand) per month
Job Responsibility	<ol style="list-style-type: none"> 1. Facilitate the linkages with ICDS department (CDPO, supervisor and local anganwadi workers), Public Distribution System. 2. Monthly Field visit- visit at AWCs, VHND for early identification and referral and follow-up of SAM children. 3. Data keeping of Severe Acute Malnourished (SAM) and Moderately Acute Malnourished Children (MAM) children screened at OPD. 4. SAM Children admitted in NRC (till discharge from NRC and Four follow-ups) 5. Regular follow-up with the AWWs for admission of SAM children at NRC.



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| | <ol style="list-style-type: none">6. Preparation of Monthly Report and sending the report to the Block, District and State level officials.7. Maintenance of daily accounts of NRC and Banking.8. Provide Travelling Allowance to Anganwadi Workers and Travelling Allowance and Wage compensation to Mothers.9. Procurement of logistics, medicines, grocery, and ration for NRC.10. Maintain the stock and Stock register, TA register & Wage Compensation registers.11. Organize block level convergent meeting with ICDS and time to time, liaising with the district officials (of Health Dept., WCD department) and dealing with local authorities.12. Assist mother during referral to the higher tier Facility.13. Provide support to the Nutritionist in day-to-day activity. |
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Chief Medical Officer of Health
&
Member Secretary DHFWS
Murshidabad

No. CMOH-MSD/DHFWS/ 9002 /1(9)

Dated-15.09.25

Copy forwarded for information and necessary action please to:

1. District Magistrate & Chairman- District Level Selection Committee-NHM, Murshidabad
2. Additional District Magistrate (Health), Murshidabad.
3. OC Health Murshidabad
4. PO NHM Swasthya Bhavan
5. Dy. CMOH-I, II, III, IV, DMCHO, DTO, DPHNO, Murshidabad.
6. All members of District Level Selection Committee-NHM, Murshidabad.
7. Manager HR Cell , Samity, SPMU, Swasthya Bhavan
8. DIO-NIC, Murshidabad- with request to post this in website please.
9. IT Cell in charge, Dept. of H&FW, Swasthya Bhawan, Kolkata- request to post in website

**Chief Medical Officer of Health
&
Member Secretary DHFWS
Murshidabad**

15/9/25

Government of West Bengal
Directorate of Health Services
State Family Welfare Bureau
Swasthya Bhavan (3rd floor) Wing -A
GN_29, Sector V, Salt Lake City, Kolkata-700 091

Memo No.H/SFWB/1790

Dated 29/08/16

To
The Chief Medical Officer Of Health
Murshidabad/Jhargram/Rampurhat

Sub: Engagement of Support Staff (Cook and Attendants) for Nutrition Rehabilitation Centers

You are aware that engagement of support staff (Cook & Attendants) for the NRCs will be done by the District Health and Family Welfare Samiti.

In this regard you are requested to complete the engagement procedure for the below mentioned NRCs from your end as per following terms and conditions. The NRCs where the engagement is to be done are

- Rampurhat DH NRC - Rampurhat
- Kandi SDH NRC -Murshidabad
- Domkal SDH -Murshidabad
- Chilkigarh BPHC NRC ---Jhargram

- For each NRC as mentioned above 01 (one) cook & 04 (four) Attendants will have to be engaged. All candidates must be FEMALE.
- Educational qualification & other qualification
 - Candidate must be Higher Secondary Passed.
 - Good command on local language of the district.
 - Must know all types of cooking (particularly for Cook).
- Age limit: minimum 20 years and maximum 40 years as on 01.01.2016, relaxable in case of SC/ST/OBC & other categories as per Govt. norms.
- Remuneration: Consolidated pay of Rs. 5000/- (for cook) and 3500/- (for Attendant) per month.
- Preference should be given to local eligible candidates (preferably residing within 5 km from facility).

Initiation of the engagement process may be done but you are requested to post them in the respective NRCs two weeks prior to operationalization of the NRC.

Thanking you

State Family Welfare Officer
& Jt. Director of Health Services (FW)

Memo No...H/SFWB/1790/1(s)

Dated 29/08/16

Copy for information to:

- Commissioner (Family Welfare) & Mission Director NHM
- DADHS (CH)
- The Dy. CMOH-III, Murshidabad/Jhargram/Rampurhat
- The DPHNO Murshidabad/Jhargram/Rampurhat
- State Nutrition Support Cell

State Family Welfare Officer
& Jt. Director of Health Services (FW)

WEST BENGAL STATE HEALTH & FAMILY WELFARE SAMITI

Registration NO:S/IL/14448 of 2002-2003

Swasthya Bhawan, 'B' Wing, 3rd Floor, GN-29, Sector-V, Salt Lake, Kolkata-700091

Tele Fax No:033-2357 7901/3636,e-mail-ed_samity@wbhealth.gov.in

Memo No: H/SFWB/7E-02-2011 (Part I)/ 5564 (15)

Date: 03.12.2014

To

The CMOH & Secretary

District Health & Family Welfare Samity

Bankura/ Birbhum/ Burdwan/ Coochbehar/ Dakshin Dinajpur/ Darjeeling/ Jalpaiguri/ Malda/ Murshidabad/

Paschim Medinipur/ Purba Medinipur /Purulia/ South 24 Parganas / Uttar Dinajpur / North 24 Parganas

Subject: Recruitment guidelines for the post of Social Workers for the Nutrition Rehabilitation Centers (NRC)

Sir/Madam,

The Government of India in the ROP 14-15 for West Bengal has approved the post of **Social Workers** for the **Nutrition Rehabilitation Centers (NRC)** situated in various districts. The Social Worker will make a social assessment of the family and the community in which the child lives. H/Sh/e will advise the families on their social rights in order to improve their living situation and prevent further malnutrition. The **job responsibilities** of the post will be as under:

1. Facilitate the linkages with ICDS department (CDPO, supervisor and local anganwadi workers), Public Distribution System.
2. Monthly Field visit- visit at AWCs, VHND for early identification and referral and follow-up of SAM children.
3. Data keeping of
 - Severe Acute Malnourished (SAM) and Moderately Acute Malnourished Children (MAM) children screened at OPD.
 - SAM Children admitted in NRC (till discharge from NRC and Four follow-ups).
 - Regular follow-up with the AWWs for admission of SAM children at NRC.
4. Preparation of Monthly Report and sending the report to the Block, District and State level officials.
5. Maintenance of daily accounts of NRC and Banking.
6. Provide Travelling Allowance to Angan Wadi Workers and Travelling Allowance and Wage compensation to Mothers.
7. Procurement of logistics, medicines, grocery, and ration for NRC.
8. Maintain the stock and Stock register, TA register & Wage Compensation registers.
9. Organise block level convergent meeting with ICDS and time to time, liaisoning with the district officials (of Health Dept., WCD department) and dealing with local authorities.
10. Assist mother during referral to the higher tier Facility.
11. Provide support to the Nutritionist in day-to-day activity.

As decided by the Competent Authority, the recruitment for the mentioned post should be done by the District Samity. Consequently, you are requested to appoint **Social Workers (one Social Worker per NRC) in your respective District for the Functional NRC s only**. The monthly remuneration for the mentioned post will be Rs. 13,800. The remuneration would be paid from the RCH fund (FMR Code – A.8.1.9)

An advertisement for the mentioned post should be given both in the local newspaper and Department's website.

The details for the post are given below:

Required Qualification:

ESSENTIAL:

- i) Graduate degree (BA/B.Sc/ BCom) from any recognised university.
- ii) 1year diploma in computer application from any reputed organization.

Computer Knowledge Required:

- Operating System – Windows XP and Windows 7
- Office Automation- MS Office 2010 especially MS Excel, Power Point and MS Word
- Internet – Thorough working experience in internet explorer or any equivalent browser such as e-mailing and web-browsing.

Age Limit (As on 1.12.2014) : Minimum Age 20 yrs and Maximum Age 40 yrs. Relaxation for age will be given for SC/ST/OBC candidates as per norms.

The candidate must be the permanent resident of the district applied for.

Scale of Scoring : Total 100 Marks

Educational Qualification - 80 Marks

- Madhyamik-20 Marks (Proportionate Marking i.e % obtained in the exam *10/100)
- Higher Secondary-25 Marks (Proportionate Marking i.e % obtained in the exam *10/100)
- Graduation -35 Marks (Proportionate Marking.e % obtained in the exam *20/100)

Practical Computer Test – 10 Marks

Interview - 10 Marks

Only shortlisted candidates will be called for the Computer Test and Interview.

Selection Committee – The existing committee of DH&FW Samities for recruitment under National Health Mission as indicated vide Memo No. HFW/NRHM-34/2014/660 dated 18.2.14.

Accordingly, you are informed to finish the process of publication of advertisement, receipt of applications after screening and scoring of Computer Test and Interview, **within 31.12.14**

Yours faithfully,


Executive Director
WB SH & FW Samiti

Date: 03.12.2014

Memo No: H/SFWB/7E-02-2011 (Part I)/ 5564(15)/1(3)

Copy forwarded for information and necessary action to:

1. District Magistrate
2. SFWO
3. DADHS(CH)


Executive Director
WB SH & FW Samiti