

Terms of Reference for HMIS Fellowship

The National Health Systems Resource Centre (NHSRC) is created under the National Rural Health Mission (NRHM), Ministry of Health & Family Welfare, Government of India, to act as the nodal agency for Technical Assistance (TA) to central and state governments for effectively implementing NRHM, with specific focus on systems strengthening and capacity development.

Fellows (HMIS) will be based in a State headquarters and will report to the Mission Director NRHM in the State or to person assigned by him and to HMIS leader at NHSRC. The fellow should primarily provide technical assistance in HMIS. Should be ready to travel to district and block headquarters for at least 10 days in a month.

Job responsibilities of the fellow in the State will be as follows:

1. Identify and address data quality (completeness, accuracy, timeliness of reports) issues in State.
2. Building capacity for use of information at district and sub-district levels as well as at state level.
3. Preparing and building systems for regular data analysis and provision of HMIS feedback reports to concerned programme officers to State, district and sub-district level of.
4. Assessing training needs at various levels within the State (State ,District ,Block etc)
5. Facilitating planning, organizing and conduct of capacity building of various officials in HMIS.
6. Ensuring review of HMIS tools and registers, rationalization of data elements to align them with State and National level data requirements.
7. Ensure availability of resource materials in HMIS at district and levels below.
8. Ensure development of a competent core HMIS team at State and district level to provide needs-based HMIS training to health facilities and follow up implementation of HMIS.
9. Promoting use of HMIS data for evidence based planning.
10. Facilitate technical assistance by NHSRC in other areas of health informatics.
11. Other work as may be assigned by HMIS team leader at NHSRC.

Educational Qualification for fellowship:

Candidates with the following educational qualifications from recognized universities are eligible to apply for fellowship

- Any graduate with Master Degree in Public Health/MBA in any Health discipline.
- The candidate should be willing to travel extensively.

Skill Required:

- Excellent communication skills (including written and presentation skills) in English.
- Computer proficiency including MS Office (Word/ PowerPoint and advance excel skills).
- Ability to complete multiple tasks under pressure and work in a multi cultural team environment.

Location: Rajasthan, Bihar, Jharkhand, Haryana and Andhra Pradesh.

*** Local candidates are encouraged to apply and will be preferred.**

Fellowship Fee: Rs. 25000 per month (Consolidated)

Age: 35 years & below (maximum age will be counted from the last date for receiving the applications).
It is mandatory to mention date of birth on the Resume.

Application must reach by 4pm on 29-Oct-2013 by email to fellow.hmis.2013@gmail.com Or by post /
by hand to HR Manager, NHSRC, NIHFWS Campus Baba Gang Nath Marg, Munirka, New Delhi-110067.

**Please ensure to mention Post Applied For on the envelope (in post) and subject- line (in e-mail),
without which application will not be accepted.**