

**Terms of Reference**  
**Web Administrator / Web Designer**

National Health Systems Resource Centre (NHSRC), New Delhi on behalf of Ministry of Health & Family Welfare is seeking applications from qualified candidates for the above mentioned post purely on contractual basis;

**Roles and Responsibilities: -**

1. Maintenance of Website of National Health Mission (NHM).
2. Designing & Coding for the, PIP, ROPs, guidelines, publications, reports, progress of programmes, presentations, snaps and various information which are received from the States/UTs or other divisions of Ministry.
3. Uploading all information like PIP, ROPs, guidelines, publications, reports, progress of programmes, presentations, snaps and various information which are received from the States/UTs or other divisions of Ministry.
4. Support activities of NHM Facility Center.
5. Support activities of NHM-MIS Web application & PIP Software.
6. Any other job as and when assigned by Senior Officers.

**Eligibility**

<b>Education Qualification</b>	<ol style="list-style-type: none"><li>1. MCA/B.E./B.Sc.in IT</li><li>2. Computer proficiency in HTML, DHTML, Adobe Photoshop, SQL JavaScript, Flash with commonly used packages like MS-Word, Excel, Access, Power Point &amp; Web surfing.</li><li>3. Willingness to travel to States and districts to provide technical assistance and ability to work on different assignments simultaneously to meet the timelines for assignments.</li></ol>
<b>Years of Experience</b>	1-2 years relevant experience
<b>Age</b>	Note above 35 years
<b>No. of Post</b>	One (1)
<b>Remuneration (Consolidated)</b>	Rs. 40,000/- Per Month

**To Apply:**

Candidates are requested to download the application form attached with the TOR, which is uploaded on the NHSRC website and email the duly filled application form to [nhm.recruitments@gmail.com](mailto:nhm.recruitments@gmail.com) only by **21-Aug-2019**. Application submitted in other format will not be accepted. Please ensure to mention post applied for on the application form, without which the application form will not be accepted.