

Position:	Manager (Sub-National Verification)
Number of Position:	One (1)
Type of Job:	Contractual Fixed Term Consultancy
Tenure:	Initially one year (01 April – 31 March 2025) (The period can be extended till 31 st March 2027 based upon performance evaluation)
Place of Posting:	Gurgaon
Essential Qualification & Experience:	<p>Qualification:</p> <p>MBBS with Post Graduate Degree/Post Graduate Diploma in Public Health or Community Medicine or Community Health Administration from a recognized university/institution.</p> <p style="text-align: center;">OR</p> <p>M.Sc./Ph.D. (Entomology or Zoology or Biomedical Sciences) from UGC recognized university/institution.</p> <p>Experience:</p> <p>Minimum 5 years of experience in monitoring & evaluation of public health projects or national public health data management including field work in a reputed national or state government or non-government organization(s).</p>
Desirable:	Experience of working on vector borne diseases, data collection, analysis, and production of reports, experience in framing and designing supportive supervision tools, collation, compilation and analysis of large data sets, proficiency in data analysis using software tool like SPSS, data triangulation, performance, knowledge of public health, State demographics, knowledge of country's health system and activities conducted by NCVBDC.
Age Limit:	Maximum 65-year age
Consultancy Fee Band:	Maximum 1,50,000 per month (all inclusive) (The remuneration will be commensurate with the qualification and relevant experience.)
Travel: (Candidates who can travel frequently to manage trainings in different parts of the country only needs to apply)	Frequent official travel to regions, states, and districts to conduct sub-national verification of malaria. While travelling, the consultant will receive a fixed per diem allowance for boarding/lodging expenses as per travel policy of the organization.
Last date to apply:	30 April 2024

About the Organization

TCI Foundation is one of the premier non-government ISO 9001:2015 organizations in India. It is an autonomous organization having its presence across the nation. The Foundation works within the ambit of government rules and regulations, and in compliance with the laws of the land. TCI Foundation primarily provides supplementary support as a partner to governments in public health programmes and projects. It also acts as advocating agency in the enactment of public policies in the country.

TCI Foundation is an equal opportunity employer. Employment at TCI Foundation is based solely on individual's merit and qualifications directly related to professional competence. TCI Foundation does not discriminate against any employee or applicant because of race, caste, creed, colour, religion, gender, origin, disability, marital status, or any other basis protected by law.

Position Roles & Responsibilities

1. **Planning Coordination:** Coordinate with NCVBDC under direct supervision of National Technical Lead to plan, roll out and implement sub-national verification activity in the identified districts.
2. **Technical Arrangements:** Understand the functional and technical requirements from the departments (centre, regions and state and other involved stakeholders) for implementation of activity. Liaise with NCVBDC to finalize the list of experts/committee for sub-national verification to be appointed/constituted by NCVBDC.
3. **Implementation of Training:** Technically assist NCVBDC in the conduct of training of experts/committee appointed/constituted by NCVBDC. Coordinate with experts/committee to devise a check list for the activities to be conducted at the time of sub-national verification.
4. **Training Scheduling:** Coordinate with NCVBDC and experts/committee to devise the schedule of visits for sub-national verification in districts date wise and team wise.
5. **Training Facilitation:** Coordinate with regions and states to facilitate the visits of experts/committee for sub-national verification.
6. **Technical Support:** Assist experts/committee members to develop indicators/templates of reports/dash boards /scorecards as per requirement. Support the experts/committee in identifying gaps from analysed data and other standard sources.
7. **Quality Controlled Deliveries:** Implement quality assurance measures to ensure the accuracy, consistency, and reliability of verification results and reports.
8. **Potential Risks:** Identify potential risks and challenges in the verification process and develop mitigation strategies to minimize errors and discrepancies.
9. **Supervision:** Assist, manage and oversee all verification activities at the sub-national level.
10. **Reporting:** Technically support the experts/committee in preparing reports of sub-national verification.
11. **Visits:** Extensive periodic visits to regions, states, and districts to coordinate technically and administratively sub-national verification.
12. Assist the National Technical Lead in implementation of project activities within timeframe.
13. Undertake such other assignments given from time to time by the organization.

Remember:

- 1) Check your eligibility before applying.
- 2) Given the large volume of applications we receive, we are unable to respond to all applicants and our responses are limited to those who are shortlisted.
- 3) Merely fulfilling the eligibility and applying for the position does not entitle the candidate to be called for interview.
- 4) No TA/DA will be paid to attend the interview in person.
- 5) The advertised position can be cancelled/varied as per the discretion of the employer.

Interview Criteria

- 1) Initially shortlisted candidates will be interviewed in virtual mode.
- 2) Shortlisted candidates from virtual mode interview will be invited for in-person interview at Gurgaon.
- 3) The candidates invited for in-person interview may subject to written test or presentation to understand their ability to work with the organization.

4) Final selection will be made from the candidates invited for in-person interview at Gurgaon.

Link to apply for the position

[Application link](#)