

एक कदम स्वच्छता की ओर

File No. A.12013/1/2018-PRC (part) (8321881)

Government of India

National Centre for Disease Control
(Directorate General of Health Services)

22-Sham Nath Marg, Delhi - 110 054

**PUBLIC NOTICE**

Applications are invited for engagement of the 30 contractual human resource for a period of one year FY 2026-27, at NCDC, Delhi on contract basis through Screening cum Selection Mode on contract basis at NCDC 22-Sham Nath Marg (Near Civil Lines Metro Station), Delhi- 110 054, as under: -

Sr. No.	Name of the post	Total no. of posts	Age limit & Consolidated remuneration per month (Rs.)	Educational Qualifications Required	Roles and Responsibility
1	2	3	4	5	6
1.	Public Health Specialist (Capacity Building)	02	Not Exceeding 45 years. Rs. 1,50,000/-	Essential: Medico: • MBBS recognized by Medical Council of India (MCI) with MD (PSM/Community Medicine) / MD (CHA) / MD (Tropical Medicine) recognized by MCI or DNB (Social and Preventive Medicine / Community Medicine); OR • MBBS recognized by MCI with EIS Training Course Certificate. Non-Medico: B.Sc. in Life Sciences (Nursing/Biology/Microbiology /Developmental Biology & Physiology)/BDS/BPT/BAMS/ BHMS with: • Masters of Public Health (MPH-Epidemiology)/ Diploma in Public Health (DPH-Epidemiology) / • Master in Applied Epidemiology (MAE) from recognized University of India along with two years of experience in Public Health after acquiring mentioned post graduate qualifications; • PhD in Preventive Medicine/ Epidemiology Experience : At least 3 years of post MD qualification work experience in Public Health.	• Conduct risk assessment. • Design, plan and develop various modules and SOPs as per the requirement of the division. • Provide training and capacity-building sessions. • Conduct research studies and evaluations. • Coordination of various workshops, meetings and conclaves. • Coordinate with stakeholders for assessment of IHR capacity using SPAR and other tools. • Develop health education materials and communication strategies to disseminate information about public health preparedness and NCD prevention. • Conduct research studies and evaluations. • Coordination of various workshops, meetings and conclave. • Any other work/activity assigned from time to time.

2.	Technical Officer (Food Safety)	01	Not Exceeding 45 years. Rs. 60,000/-	Essential: - A bachelor's degree in food science, food technology, nutrition, microbiology, public health, or a related field/ Certified Professional in Food Safety (CP-FS) Additional: - Familiarity with food safety management systems (e.g., HACCP, ISO 22000) and ability to apply these systems effectively.	- Assist in strengthening the hazard identification and investigations of outbreaks of foodborne illnesses. - Collaborate with IHR stakeholders for strengthening of food safety in India. - Provide training to food handlers, food industry personnel, and the public on food safety practices and hygienic food handling. - Any other work/activity assigned from time to time.
3.	Consultant (Veterinary / One Health)	01	Not Exceeding 45 years. Rs. 1,00,000/-	Essential: A Postgraduate Veterinary degree from a recognized university in Veterinary Public Health or Veterinary Epidemiology or Veterinary Medicine or Veterinary Microbiology or Veterinary preventive medicine/ Veterinary Pathology (as per DoPT Guidelines). Registration in the Veterinary Council of India or Veterinary Council of States With: - Three (03) years' post qualification experience in Veterinary Public Health or Veterinary Epidemiology or Animal Health. - Relevant experience in public health, preferably in disease surveillance and outbreak response.	- Coordinate of one-health FETP program. - Monitor and track zoonotic diseases, to identify potential threats to public health and take appropriate preventive measures. - Propose risk management strategies to prevent or mitigate potential threats. - Any other work/activity assigned from time to time.
4.	Analytical Chemist	01	Not Exceeding 45 years. Rs. 1,00,000/-	Essential: M.Sc. degree in Chemistry (in either organic, analytical or inorganic chemistry) or equivalent from a recognized institution. Or Ph.D. in Chemistry, Biochemistry or Toxicology preferably with a focus on Analytical Chemistry. Experience : At least 3 years of post-qualification experience preferably in the Health Sector 2	- Analytical Chemist will be responsible for performing quality procedures. - Ensure proper sampling, storage of sample and quality assurance in the laboratory testing. - Set the error limits and validate and verify the results through calibration and standardization. - Prepare the proper report of the sample analysis. - Maintain the like stock registers for various consumable & non-consumable items in laboratory. - Maintain the machine & equipment and coordinate with the suppliers and service engineers of the various machines in the department for its smooth functioning.

					• Keep track of consumables required and prepare demand requisition of all consumables and non-consumables required in the department. • Ensure proper waste disposal and maintain cleanliness in the department. • Any other work/activity assigned from time to time.
5.	Communication Specialist	01	Not Exceeding 45 years. Rs. 90,000/-	Essential: • Graduate degree in Mass Communication/Digital Media/PR with at least 5 years' post qualification experience Or • Post Graduate diploma in Mass Communication/Digital Media/PR with 3 years' post qualification experience. Desirable: • Experience in undertaking similar assignments preferably in health.	• Develop public awareness campaigns and educational materials on biosecurity. • Coordinate communication within the biosecurity division. • Communicate effectively with the public and media during biological emergencies. • Facilitate communication with key stakeholders, including government agencies, research institutions, and community organizations. • Ensure that communication efforts are culturally sensitive and accessible to diverse audiences.
6.	Training Manager	01	Not Exceeding 45 years. Rs. 90,000/-	Essential: Graduate with MBA in HR or PG diploma in HR. Experience : Minimum five (05) years of relevant post qualification experience preferably in health or social sector.	• Training manager will help in developing, organising and implementing the various Training Programmes and activities. • Assess the effectiveness of Training Programmes. • Manages Training budget and any other work related to it. • Stays up to date with technology. • Any other work/activity assigned from time to time.
7.	Micro-Biologist	01	Not Exceeding 45 years. Rs. 1,50,000/-	Essential: • Master of Science (MSc) in Medical Microbiology / Microbiology/ Biotechnology/ Biomedical Sciences; • Doctor of Philosophy (PhD) in Medical Microbiology/ Microbiology/ Biotechnology/ Biomedical Sciences; and Experience : Minimum 7 years' experience of working in high containment facility/ clinical microbiology laboratory services/ public health program after obtaining the post graduate degree (PhD).	• Monitor and assess potential biological threats by analyzing data related to infectious diseases, pathogens, and environmental samples. • Ensure that laboratories and facilities comply with national and international biosecurity regulations. • Evaluate the risk associated with different biological agents and laboratory procedures. • Educate staff on proper procedures, safety protocols, and emergency response plans to minimize biosecurity risks. Play a key role in spreading knowledge and best practices within the division and the broader

					community, thereby contributing to overall threat reduction. • Maintain records related to biosecurity activities, including audits, inspections, and incident reports. • Develop and deliver training programs on biosecurity practices for laboratory personnel and other stakeholders. • Review and update biosecurity protocols, ensuring adherence to guidelines for handling, storing, and disposing of biological materials.
8.	Public Health Expert	01	Not Exceeding 45 years. Rs. 1,50,000/-	Essential: Medico: • MBBS recognized by Medical Council of India (MCI) with MD (PSM/Community Medicine) / MD (CHA) / MD (Tropical Medicine) recognized by MCI or DNB (Social and Preventive Medicine / Community Medicine); Or • MBBS recognized by MCI with EIS Training Course Certificate Non-Medico: B.Sc. in Life Sciences (Nursing/ Biology/ Microbiology/ Developmental Biology & Physiology)/ BDS/ BPT/BAMS/BHMS with : • Masters of Public Health (MPH-Epidemiology)/Diploma in Public Health (DPH-Epidemiology) / • Master in Applied Epidemiology (MAE) from recognized University of India along with two years of experience in Public Health after acquiring mentioned post graduate qualifications; • PhD in Preventive Medicine/ Epidemiology Experience : At least 3 years of post MD qualification work experience in public health	• Develop and implement policies for disease prevention and control. • Coordinate response efforts during biological threats and outbreaks. • Participate in surveillance and reporting of infectious diseases. • Analyze patterns and causes of diseases in populations. • Develop strategies to prevent the spread of infectious diseases.

9.	Bio-Security Specialist	01	Not Exceeding 45 years. Rs. 1,00,000/-	Essential : A bachelor's degree in biology, microbiology, environmental science, public health, or a related field with a minimum of 5 years post-qualification experience in Health Sector (Subject Matter). (OR) A master's or Ph.D. in biosecurity, biosafety, epidemiology, or a related discipline with a minimum of 3 years post-qualification experience in Health Sector (Subject Matter).	• Develop and enforce biosecurity measures to protect against biological threats. • Ensure safe handling and containment of dangerous biological materials. • Educate and train personnel on biosecurity practices. • Monitor and evaluate biosecurity practices. • Develop and coordinate emergency response plans for biosecurity incidents. • Maintain accurate records of biosecurity activities. • Ensure ethical and legal compliance in all biosecurity activities.
10.	Biological Safety Expert	01	Not Exceeding 45 years. Rs. 1,00,000/-	Essential: Level 1: A bachelor's degree in biology, microbiology, biochemistry, or a related field with a minimum 3 years of post-qualification experience preferably in Health Sector. (OR) Level 2: A master's or Ph.D. in biosafety, public health, or a related field with a minimum 1 years of post-qualification experience preferably in Health Sector. Desirable: • Holding certificate like Certified Biological Safety Professional (CBSP), registered Biosafety Professional (RBP), Certified Industrial Hygienist (CIH) • Familiarity with regulations and guidelines from agencies like CDC, NIH, OSHA, and WHO.	• Design, implement, and enforce biosafety protocols. • Conduct biosafety risk assessments. • Safeguard the laboratory environment and personnel by minimizing the risk of biological hazards, essential for maintaining a secure research environment. • Provide biosafety training to staff. • Oversee compliance with biosafety regulations and standards. • Prepare for and respond to biosafety incidents. • Manage the safe disposal and decontamination of biological waste. • Maintain accurate records of biosafety activities
11.	Data Analyst	01	Not Exceeding 40 years. Rs. 75,000/-	Essential : • BCA/MCA from recognized institutions with 5/3 years of post-qualification experience in Data Handling.	• Oversee the collection and organization of biosecurity-related data. • Analyze data to identify trends, patterns, and anomalies. • Create reports and

					visualizations to communicate data insights. • Provide data-driven insights to support strategic and operational decisions. • Conduct risk assessments and predictive modeling. • Ensure the accuracy and integrity of biosecurity data. • Support monitoring and surveillance activities through data analysis.
12.	Public Health Specialist	08	Not Exceeding 40 years. Rs. 1,50,000/-	Essential : MBBS with MD (Community Medicine / Preventive & Social Medicine / Community Health Administration). OR MBBS with DNB (Community Medicine /Community Health Administration/ Field Epidemiology) At least 3 years of post-qualification work experience in public health Desirable: 1. Additional recognized qualification in Environmental/ Occupational Health. 2. Experience in environmental health/ occupational health/climate change at least 1-year. 3. Experience in working in national health programmes or working in reputed UN or Non-Government agencies in Health or Environment sector. Experience: 3 years' experience post MD (UPSC entry level) PH cadre. 6	NPCCHH has identified 13-14 climate sensitive subject areas as shown in Table1. • Specialist will focus on one of these subject areas and work will with identified Centre of Excellence for development of adaption plan, standard operating procedures, guidelines, training modules, design surveillance model and early warning signals, Information Education communication materials and subject related document such as review articles, newsletter, case reports and annual reports. • Specialist will be also be allocated few States for oversight on implementing programme components and monitoring of PIP comments. • Specialist would be responsible for establishing surveillance system and generate early warning signals in State/Districts and undertake integrated response measures. They will undertake necessary analysis of data for meaningful outcomes. They will be master trainers and conduct training programme in State/Districts. • Organize and conduct technical expert group meetings, review meetings with States/Districts, related Centre of Excellence, stakeholders' meetings with medical colleges, government agencies, UN and partner agencies with respect to climate change and human health.

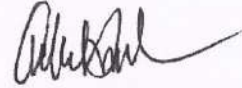
				important days related to environment and health. They will develop proposals for collaboration with government agencies and other partner agencies. They will coordinate necessary research by agencies related to thematic area.
13.	Finance Officer	01	Not Exceeding 40 years. Rs. 90,000/-	Essential : MBA(Finance) with at least five years' experience in accounting preferably in Govt. Sector. OR PGDBM/PGDBA (Finance) with at least five years' experience in accounts preferably in Govt. Sector. Experience: 5 years of post-qualification familiarity in Government financing and accounting, including preparing, implementing PFMS and handling of annual process of budgets and finance related activities including estimation of BE, RE, expenditure and maintain relevant documents, including coordination with external agencies and other Government Departments. (AND) Experience in financial procedures of GIA, UCs/SoEs/Audit etc and understanding of GFR and Procurement procedures of GoI., including GEM and other procedures such as tender, or local purchase. Proficiency in English Language and Computer skills, including financial software. Competency in drafting notes, Office memorandums, MoUs, contracts etc. Desirable: Familiar with public health programme • Required to deal with all finance matters pertaining to NPCCHH and CEOH&CCH. Dealing with day to day general, finance and procurement matters. • Verification of sanctions and of bills. • Work annual budget for NPCCHH, NCDC and for States, GIA release to CoEs, arrange periodic release of funds, and collect periodic Financial Monitoring Reports, Utilization Certificates and Audit Reports from CoEs and States. • Monitor Central, State Expenditures and implementation of proper finance/accounting sheets by them. • Analyze audited accounts of States & CoEs and forward statements to the GoI. • Process necessary procurement for the Division and programme activities through GFR approved procedures including GEM.

1. They will be governed by the Contractual Service Agreement (CSA) to be signed at the time of joining.
2. No TA will be paid for attending interview.
3. The positions are purely contractual and will continue on yearly requirement basis.
4. The employees will not be treated the employees of NCDC. They will have no claim for regular employment under NCDC.
5. The appointee will not be granted any claim or right or preference for regular appointments to any posts under the Government of India or any institutions funded by Government of India.
6. He/She will not be entitled for any other allowance, financial benefits or concessions and medical facilities apart from the consolidated remuneration.
7. They will not divulge any information, gathered by him/her during the period of assignment, to anyone who is not authorized to know/have the same.
8. No medical facility shall be provided to him by the NCDC. The remuneration is deemed to include an

9. The NCDC shall not be responsible for any loss, accident, damages/injury suffered by him/her, whatsoever arising in or out of the execution of his/her work including travel.
10. During the terms of service, he/she shall not engage in any private business of professional activity which could conflict with interest of the Government.
11. 30 days Annual Leave (2 ½ days each completed month) and 10 days C/L or sick leave will be given during a year.
12. The service can be terminated by either side by giving one month's notice.

The last date of submission of application is 09.11.2026. The application must reach this office on or before 09.11.2026, by speed post/ by hand on all working days from 10.00 AM to 5.00 PM at General Services Section, Room No. 202, NCDC, 22 – Sham Nath Marg, Delhi - 110054. Application received after 09.11.2026 will not be entertained.

After scrutiny of the application forms, only eligible candidates as per ToR will be informed through email to appear for interview with date and time.



(PRAKASH DOVAL)
Assistant Director (Admin.)
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Phone No. 011-23971875

APPLICATION FORM

Post applied for:

1. Name of the Applicant: (In capital letter) _____

2. Father/Husband's Name: _____

3. Mother's Name: _____

4. Date of Birth: _____

5. Age as on 08.06.2026: _____ Years _____ Months _____ Days.

6. Gender (Male/Female): _____

7. Category (UR/OBC/SC/ST/EWS) : _____

Self-
attested
colour
photo

8. Educational Qualifications:

Sl. No.	Academic/ Professional Qualification	Name of Institution	Board/ University	Course Duration/ Year of passing out	Division/ Grade/ Percentage

9. Desirable Qualification:

Sl. No.	Academic/ Professional Qualification	Name of Institution	Board/ University	Course Duration/ Year of passing out	Division/ Grade/ Percentage

10. Experience:

Sl. No.	Designation	Name of Institution/Employer	From	To	Total Experience

(Reference with whom you have worked: Name: _____)

Designation _____ and Contact No. _____)

11. Training/Short course attended (if any):**12. Award and/or Outstanding Achievements:****13. Contact Details:****a. Mailing Address:**

b. Permanent Address:

c. Telephone Number: _____ **(Mob.)** _____

d. Email ID: _____

14. Documents to be enclosed: Duly self-attested (Please Tick)

1. Degree/Diploma/Certificate ()
2. Experience Certificate ()
3. Age Proof ()
4. Any Other ()