



**Office of Mission Director, National Health Mission, Uttarakhand**  
**Uttarakhand Health & Family Welfare Society, DoMHFW, Uttarakhand Govt.**  
**3<sup>rd</sup> Floor, Directorate of Health, Danda Lakhond,**  
**Sahastradhara Road, Dehradun – 248001, Phone/ Fex - 0135-2608646**



उत्तराखण्ड शासन

Ref. No. - 914/NHMUK/HR/2025-26/E-146776(371-C)

Date – 31/03/2026

National Health Mission (NHM), Uttarakhand, is seeking dynamic and qualified professionals for following position to support planning and implementation of public health initiatives across the state:-

<b>Sr. No.</b>	<b>Post</b>	<b>No. of vacant posts</b>	<b>Maximum Monthly Consolidated Remuneration (in Rs.)</b>
1.	Sr. Consultant (Procurement & Contract Management)	1	90,000/-
2.	State Project Manager (Program Executions)	1	1,00,000/-
3.	Public Health Expert (Monitoring & Evaluation and Digital Infrastructure) in SHSRC	1	1,50,000/-

The interested candidates must send the detailed Curriculum Vitae (CV) along with the cover letter to email id **hrnhm.uk21@gmail.com** with subject line as “Application for the post of \_\_\_\_\_” (Name of the post) and submit the information by filling google form through link – <https://forms.gle/agtvPCPQmGCdinKw6>

Detailed terms of reference, eligibility criteria and scope of work is available on the official NHM Uttarakhand website: **www.nhm.uk.gov.in**

**Last date of submission – 15 April, 2026**

Mission Director  
NHM - Uttarakhand



## **About NHM**

National Health Mission seeks to provide equitable, affordable, and quality health care which is accountable at the same time responding to the needs of the people. The thrust of the mission is on establishing a fully functional, community-owned, decentralized health delivery system with inter-sectoral convergence at all levels, to ensure simultaneous action on a wide range of determinants of health. The key features in order to achieve the goals of the Mission include making the public health delivery system fully functional and accountable to the community, human resources management, community involvement, decentralization, rigorous monitoring & evaluation against standards, the convergence of health and related programmes from village level upwards, innovations and flexible financing and also interventions for improving the health indicators.

## **Post name – Sr. Consultant (Procurement and Contract Management)**

Reporting to: Mission Director, National Health Mission (NHM) Uttarakhand

Position Type: Contractual full time

### **Purpose of the Role:**

The **Sr. Consultant (Procurement and Contract Management)** at State level under NHM Uttarakhand is envisaged to strengthen and streamline the procurement ecosystem by ensuring efficient, transparent, and compliant procurement and contract management processes. The role is critical for enabling timely availability of quality goods, services and works essential for implementation of NHM programmes across the State. The Consultant will provide strategic leadership, technical oversight and system-level improvements in procurement planning, execution and monitoring, thereby supporting in achievement of programmatic goals with optimal utilization of financial resources and adherence to regulatory frameworks.

### **Key Responsibilities:**

#### **1. Strategic Procurement Planning**

- Lead the development of annual and multi-year procurement plans aligned with NHM objectives, Program Implementation Plans (PIPs) and state health priorities.
- Provide strategic inputs for optimizing procurement processes to ensure efficiency, transparency and value for money.
- Align procurement strategies with Government of India and State Procurement Guidelines.

#### **2. Procurement Process Management**

- Oversee end-to-end procurement processes including tendering, bid evaluation, contract award and post-award management.
- Ensure compliance with applicable rules, including GFR, State Procurement Rules and NHM procurement guidelines.
- Standardize bidding documents, RFPs, and contract templates for various procurement categories (goods, services and works).

#### **3. Contract Management & Administration**

- Lead contract drafting, review, and finalization in coordination with legal and technical teams.

- Monitor contract performance, deliverables, timelines and compliance with agreed terms and conditions.
- Manage contract amendments, renewals, and closures in a timely and compliant manner.

#### **4. Vendor Management and Market Engagement**

- Develop and maintain a robust vendor database and supplier performance evaluation system.
- Conduct market analysis and supplier assessments to ensure competitive and quality procurement.
- Facilitate transparent vendor engagement and grievance redressal mechanisms.

#### **5. Monitoring, Reporting, and Compliance**

- Establish systems for tracking procurement activities, timelines and outputs across the state.
- Prepare periodic procurement status reports, dashboards and compliance reports for senior management.
- Ensure audit readiness and address observations from internal/external audits, including AG and GoI reviews.

#### **6. Financial Oversight and Cost Optimization**

- Ensure prudent financial management of procurement budgets in coordination with finance teams.
- Analyze cost trends and recommend measures for cost efficiency and savings.
- Support preparation and validation of financial documents such as FMRs related to procurement.

#### **7. Capacity Building and Technical Support**

- Provide technical guidance and capacity building support to district and block-level procurement personnel.
- Organize trainings, workshops, and orientation sessions on procurement policies, e-procurement systems, and contract management.
- Develop SOPs, manuals, and guidance notes for strengthening procurement systems.

#### **8. E-Procurement and Digital Systems**

- Strengthen and oversee the use of e-procurement platforms for all procurement activities.
- Ensure data integrity, transparency, and timely updating of procurement information on digital platforms.
- Promote adoption of technology-enabled procurement practices.

#### **9. Coordination and Stakeholder Engagement**

- Coordinate with State, District, and National level stakeholders, including NHM divisions, State Officials, technical agencies and suppliers.
- Liaise with Government departments, finance, legal and audit authorities for procurement-related matters.
- Support Mission Director in decision-making through evidence-based procurement insights.

#### **10. Risk Management and Governance**

- Identify procurement-related risks and develop mitigation strategies.
- Ensure adherence to principles of transparency, fairness, and accountability in all procurement activities.
- Strengthen governance mechanisms to prevent irregularities and ensure ethical procurement practices.

Undertake any other assignments as directed by the Mission Director/ the Competent Authority in line with programme objectives.



### **Qualifications & Experience:**

- Masters' Degree/ PG Diploma in Procurement/Supply Chain Management/ Finance from recognized university/ institution

**OR**

Professional qualification of CA/ ICWA

- Post qualification **total work experience of minimum 05 years** in managing procurement and contract management. Out of the total 05 years, **the applicant must have experience of working at Senior Position for at least 03 years in procurement in Health Sector or in Govt. Medical Supplies Corporations or in NHM**

### **Key Competencies:**

- Strong knowledge of public procurement systems, procedures, and frameworks, including GFR, State Procurement Rules etc.
- Expertise in end-to-end procurement processes for goods, services and works, including tendering and bid evaluation.
- Sound understanding of contract law principles, drafting, interpretation, and enforcement of contracts.
- Ability to manage complex contracts, including handling disputes, variations, and compliance requirements.
- Understanding of budgeting, financial rules and cost analysis related to procurement.
- Ability to ensure financial prudence, value for money, and alignment with approved budgets.
- Proficiency in e-procurement platforms and digital tools for procurement planning, tendering, and monitoring.
- Excellent verbal and written communication skills in Hindi and English, with the ability to develop high-quality technical reports, official communications and strategic documentation.
- Strong presentation and facilitation skills, with demonstrated experience in effectively engaging senior government officials, district teams, and development partners.
- Proficiency in Microsoft Office, Google Workspace and data visualization/analytics tools for data interpretation and decision support.
- High level of adaptability, resilience, and problem-solving ability to navigate dynamic public health environments, address implementation challenges, and support responsive action during health emergencies.

**Consolidated Remuneration: Maximum upto Rs 90,000/- per month**

**No. of posts – 01 (One)**



## **Post name – State Project Manager (Program Executions)**

Reporting to: Mission Director, National Health Mission (NHM) Uttarakhand

Position Type: Contractual full time

### **Purpose of the Role:**

The **State Project Manager (Programme Executions)** under NHM Uttarakhand will be responsible for ensuring effective and timely implementation of NHM programmes/ activities across the State by translating approved plans into actionable field-level interventions. The role focuses on strengthening last-mile service delivery through robust coordination with districts, continuous monitoring of programme execution and prompt resolution of operational challenges. The incumbent will play a critical role in improving programme efficiency, quality, and outcomes by ensuring adherence to guidelines, optimal utilization of resources and data-driven decision-making, thereby supporting the Mission in achieving the overall objectives of NHM.

### **Key Responsibilities**

#### **1. Programme Implementation and Execution**

- Lead and oversee the effective execution of NHM programmes across the State in alignment with approved State Programme Implementation Plans (SPIPs).
- Translate approved plans into actionable implementation frameworks with defined timelines, milestones, and outputs.
- Ensure timely operationalization of programme activities at State, District and Block levels.

#### **2. Coordination with Districts and Field Units**

- Provide continuous implementation support to State Program divisions and District Programme Management Units (DPMUs) for smooth rollout of programme activities.
- Ensure effective last-mile delivery by coordinating with district and block-level health functionaries.
- Act as a key linkage between State NHM and districts for operational issues and resolution.

#### **3. Monitoring of Programme Execution**

- Establish and strengthen systems for real-time monitoring of programme implementation and service delivery.
- Track progress against physical and financial targets and flag deviations for timely corrective action.
- Undertake regular field visits to assess ground-level execution and ensure adherence to guidelines.

#### **4. Operational Planning and Micro-Implementation**

- Support Program divisions at state level and districts in preparing micro-plans and operational strategies for programme rollout.
- Ensure alignment of district-level implementation plans with state priorities and approved budgets.
- Facilitate efficient resource deployment (HR, infrastructure, logistics) for optimal programme execution.

## **5. Performance Management and Reporting**

- Develop and maintain dashboards, trackers, and performance reports to monitor programme outputs and outcomes.
- Compile and analyze monthly and quarterly progress reports on programme execution.
- Provide actionable insights to senior management for improving programme performance.

## **6. Convergence and Stakeholder Coordination**

- Facilitate coordination between different programme divisions, departments, and stakeholders for integrated service delivery.
- Strengthen inter-sectoral convergence to ensure holistic implementation of NHM interventions.
- Coordinate with State Government departments and partner agencies for operational support.

## **7. Quality Assurance and Process Strengthening**

- Ensure adherence to standard protocols, operational guidelines and quality standards in programme delivery.
- Identify implementation bottlenecks and recommend process improvements.
- Support the institutionalization of best practices and standard operating procedures (SOPs).

## **8. Capacity Building and Supportive Supervision**

- Support capacity building of state, district and block-level teams on programme implementation and operational management.
- Provide supportive supervision and on-the-job mentoring to strengthen execution capabilities.
- Facilitate training programmes focused on improving service delivery and programme outcomes.

## **9. Data-Driven Execution and Decision Support**

- Promote use of HMIS and other digital platforms for tracking programme performance and service delivery.
- Ensure accuracy, timeliness, and utilization of data for decision-making and mid-course corrections.
- Support development of analytical reports, presentations, and review materials.

## **10. Governance, Compliance, and Documentation**

- Ensure compliance with NHM guidelines, Government norms and reporting requirements in programme execution.
- Maintain proper documentation of programme activities, field observations and best practices.
- Support preparation for reviews, audits, and field assessments by State and National authorities.

## **11. Support to Leadership**

- Provide operational and analytical support to Mission Director and senior leadership for programme reviews and strategic decisions.
- Assist in preparation of review notes, presentations, and action plans for State-level meetings.

Undertake any other assignments as directed by the Mission Director/ the competent authority in line with programme objectives.

## **Qualifications & Experience:**

- Master's degree/ PG Diploma in Public Health/ Health Policy/ Health Systems/ Health Management or a related field from a reputed global university/ institute or preferably recognized at the national level



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**OR**

Management Degree from a reputed global university/ institute or preferably recognized at the national level

- **Post Qualification total 05 years of progressive professional experience** in public health planning, program implementation or health systems strengthening, preferably within the framework of flagship Government of India health programs or NHM.
- **Out of above 05 years, proven experience of at least 02 years in working in State Health Societies** or the Ministry of Health & Family Welfare (MoHFW) or at state level/ above with development partners to support the rollout, design, implementation, and monitoring of large-scale public health programs at the state or national level, with a strong understanding of NHM components and operational guidelines.
- Experience in driving multisectoral convergence and coordination across departments like WCD, Medical Education, Rural Development, and Urban Local Bodies in alignment with NHM objectives.
- Track record of working with senior government functionaries, development partners, and other key stakeholders to inform policy and strategic direction under Government of India and NHM frameworks.
- Demonstrated problem-solving, analytical and advisory capabilities, especially in the context of operational bottlenecks within government health systems.

**Key Competencies:-**

- Strong ability to translate plans into actionable implementation strategies and ensure timely execution on the ground.
- Experience in managing large-scale public health programmes with a focus on service delivery.
- Proficiency in tracking programme progress against physical and financial targets. Ability to design and use monitoring tools, dashboards, and performance indicators for real-time decision-making.
- Strong analytical skills to interpret data from HMIS and other sources for improving programme outcomes.
- Ability to generate insights, identify gaps, and recommend corrective actions.
- Proven ability to coordinate with multiple stakeholders including State, District, and Block-level officials
- Excellent verbal and written communication skills in Hindi and English, with the ability to develop high-quality technical reports, official communications and strategic documentation.
- Strong presentation and facilitation skills, with demonstrated experience in effectively engaging senior government officials, district teams, and development partners.
- Proficiency in Microsoft Office, Google Workspace and data visualization/analytics tools for data interpretation and decision support.
- High level of adaptability, resilience, and problem-solving ability to navigate dynamic public health environments, address implementation challenges, and support responsive action during health emergencies.

**Consolidated Remuneration:** Maximum upto Rs 1,00,000/- per month

No. of posts – 01 (One)



## Post name - Public Health Expert (Monitoring & Evaluation and Digital Infrastructure) in SHSRC

Reporting to: Mission Director, National Health Mission (NHM) Uttarakhand/ Executive Director, SHSRC, Uttarakhand

Position Type: Contractual full time

### Purpose of the Role:

The Public Health Expert – Monitoring & Evaluation will function as a senior-level strategic and skilled professional who assesses the effectiveness and impact of health programs and policies. The Expert must possess strong analytical, research, and communication skills to effectively translate complex findings for diverse audiences. The incumbent also need strategic thinking to connect program activities with intended health outcomes and adaptability to navigate complex, dynamic environments. In essence, the M&E consultant's profile is that of a data-driven expert who not only measures the success of health initiatives but also builds the capacity of organizations to continuously improve their public health interventions

### Key Responsibilities:

#### 1. Strategic Planning and Leadership

- Provide **strategic direction** for the design, implementation, and strengthening of the Monitoring & Evaluation (M&E) framework under NHM.
- Lead the formulation of **state-specific M&E strategies**, ensuring alignment with the **National Health Policy** and NHM goals.
- Guide integration of data-driven decision-making across all health program components.
- Advise senior leadership on policy implications emerging from M&E findings.

#### 2. Design and Development of M&E Frameworks

- Conceptualize and design **comprehensive M&E plans**, including logical frameworks, results chains, and performance indicators for NHM programs.
- Ensure harmonization of indicators and data collection methodologies across various health divisions and verticals.
- Develop **standard operating procedures (SOPs)**, **data quality assurance protocols**, and **guidelines** for routine monitoring and evaluation.

#### 3. Data Management and Analysis

- Oversee collection, collation, validation, and analysis of program performance data from multiple sources (HMIS, MCTS/RCH, ICDS-CAS, etc.).
- Conduct **in-depth data analysis** to identify trends, gaps, and areas requiring programmatic attention.
- Develop **statistical models**, dashboards, and visualization tools for data-driven planning and policy dialogue.
- Ensure periodic dissemination of M&E reports with actionable insights for program managers.

#### 4. Evaluation and Research

- Design and commission **impact assessments, process evaluations, and special studies** to assess the effectiveness of health interventions.
- Lead **evidence synthesis and interpretation** to inform mid-course corrections and policy revisions.
- Promote integration of **operational research** within NHM programs to generate contextual evidence.

#### 5. Capacity Building and Institutional Strengthening

- Build **capacity of State, District, and Block-level staff** on M&E systems, data interpretation, and use of evidence for decision-making.
- Mentor programme officers and M&E staff in advanced data analysis, evaluation methods, and performance monitoring tools.
- Facilitate establishment of **M&E resource cells** and knowledge-sharing platforms within SHSRC and NHM structures.

#### 6. Coordination and Technical Support

- Coordinate with programme divisions, development partners, and technical agencies to ensure **coherence and consistency** in M&E approaches.
- Provide **technical assistance** to thematic divisions (RMNCH+A, NCDs, Health Systems, etc.) for integration of M&E in program design and implementation.
- Represent NHM in national and state-level review meetings, workshops, and consultations related to monitoring and evaluation.

#### 7. Knowledge Management and Reporting

- Lead development of **M&E dashboards, analytical reports, scorecards, and annual performance reviews**.
- Document and disseminate **best practices, success stories, and lessons learned** for policy advocacy and replication.
- Strengthen **feedback mechanisms** between field-level implementers and policymakers for continuous improvement.

#### 8. Innovation, Systems Strengthening, and Continuous Improvement

- Promote adoption of **digital and real-time monitoring tools** for better transparency and efficiency.
- Identify innovations and emerging technologies for enhancing M&E systems.
- Continuously review and update M&E frameworks to align with evolving public health priorities and emerging data needs.

#### 9. Governance, Compliance, and Accountability

- Ensure that all M&E activities comply with **national standards, ethical norms, and data privacy regulations**.
- Support establishment of **accountability mechanisms** for performance monitoring at all levels.



- Provide evidence-based inputs for **performance-based financing and appraisal mechanisms** within NHM.

## 10. Any Other Tasks

- Undertake any additional responsibilities as assigned by the **Mission Director, NHM** or **Executive Director, SHSRC**, consistent with the objectives of strengthening M&E systems and evidence-based planning.

## Qualifications & Experience:

### Essential:

- Masters in Statistics/ Health Statistics/ Public Health Informatics/ Operations Research/ Demography / Population Studies/ Economics/ Development studies/ Public Health from recognized institutions
- **Post Qualification total 07 years of progressive professional experience** in designing and implementing monitoring & evaluation framework, related strategies, evidence synthesizing, impact assessment and operational research pertaining to public health programs preferably within the framework of flagship of Government of India health programs or **NHM**.
- **Proven experience of at least 04 years** in working closely with State Health Societies or the Ministry of Health & Family Welfare (MoHFW) or at state level/ above with development partners to support the rollout, design, implementation, and monitoring of large-scale public health programs at the state or national level, with a strong understanding of NHM components and operational guidelines.
- Experience in driving **multisectoral convergence** and coordination across departments like WCD, Medical Education, Rural Development, and Urban Local Bodies in alignment with NHM objectives.
- Track record of working with **senior government functionaries**, development partners, and other key stakeholders to inform policy and strategic direction under Government of India and NHM frameworks.
- Demonstrated **problem-solving and advisory capabilities**, especially in the context of operational bottlenecks within government health systems.

### Key Competencies:

- Advanced skills in strategy formulation & implementation, health systems thinking & **designing** especially within the NHM ecosystem.
- Deep understanding of NHM programmatic frameworks, such as PIP development and appraisal, Financial Management Reports (FMR), Health Management Information Systems (HMIS).
- Proven ability to analyse and synthesize health data from multiple sources (HMIS, DLHS, NFHS, etc.) and translate findings into evidence-based planning and policy inputs for NHM strategies.
- Excellent verbal and written communication skills in Hindi and English, with the ability to draft official documents, policy briefs, and technical reports relevant to NHM functioning.
- Strong presentation skills and confidence in engaging with State and District-level officers, and representatives from multilateral and bilateral agencies.
- Proficiency in Microsoft Office, Google Workspace and health data tools such as Health MIS dashboards, Power Bi, SPSS etc.



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- Excellent interpersonal and team-working skills with a professional demeanour and ability to work collaboratively with government officials and other NHM stakeholders.
- High level of adaptability and resilience with the ability to work in dynamic, resource-constrained settings and support rapid response during health emergencies or programmatic shifts.
- Ability to carry out the given task on his/her own or with minimal supervision.

**Consolidated Remuneration:** Maximum upto Rs 1,50,000/- per month

No. of posts – 01 (One)

### **How to apply**

The interested candidates must send the detailed Curriculum Vitae (CV) along with the cover letter to email id - **hrnhm.uk21@gmail.com** with subject line as “Application for the post of \_\_\_\_\_ (Name of the post)”

Submit the information by clicking on the following link – <https://forms.gle/agtVPCPQmGCdinKw6>

**Apply by – 15 April, 2026**

**Tenure** – The recruitment may be for an initial contractual appointment till **31<sup>st</sup> March, 2027** and further renewal shall be subjected to continuation of NHM/ Approval from GoI/ Performance Appraisal. This appointment shall purely be on contractual basis.

### **Stipulations: -**

1. Only the shortlisted candidates will be called for interview. No TA/ DA will be given for appearing in the interview.
2. **Separate email to be sent for each post, if the candidate is applying for more than one post.**
3. Candidates are required to mention their correct email id and mobile number for communication in the CV.
4. Above post is **purely contractual and non-transferable**. This advertisement can be cancelled/ changed anytime by the competent authority.
5. Any candidate who is already working in NHM, Uttarakhand (National Level/ State Level/ District Level/ Block Level/ in any program of NHM) must send NOC from the competent authority with the application OR produce it at the time of interview (if called for interview).
6. The selection of candidate will depend upon the eligibility and suitability of the candidate for the post as found by the selection committee/ the competent authority of NHM, Uttarakhand.
7. Emails received after last date of submission will not be entertained.
8. NHM, Uttarakhand/ Uttarakhand Health & Family Welfare Society shall not be responsible for non-receipt of email by the last date of submission.