

ADVERTISEMENT

ADVERTISEMENT FOR VACANCY IN CENTRAL PROGRAMME MANAGEMENT UNIT (CPMU)

Applications are invited for the following position under the Central Programme Management Unit (CPMU) of the National Ayush Mission (NAM), Ministry of Ayush Government of India, **on contractual basis** as per the detailed **Terms of References** attached with this advertisement. (Annexure II):

| Name of the Post | Number of Vacancy | Consolidated Remuneration | Eligibility Criteria |
|------------------------------|-------------------|---------------------------|--|
| Senior Programme Manager | 01 | Rs 1,00,000 | As per the detailed Terms of References attached with this advertisement. (Annexure II) |
| Domain Expert- Public Health | 08 | Rs 75,000 | |
| Senior Consultant | 02 | Rs 65,000 | |
| Junior Consultant | 04 | Rs 60,000 | |
| Finance Manager | 01 | Rs 60,000 | |
| Accounts Manager | 01 | Rs 50,000 | |
| Data Assistant | 03 | Rs 35,000 | |
| Total | 20 | | |

Interested and eligible candidates may submit their applications in the prescribed format along with self-attested copies of educational qualifications, experience certificates, and other relevant documents to the following address OR via email nampmu-Ayush@gov.in

[Room No 3C, Ground Floor B Block GPO Complex, Ayush Bhawan INA New Delhi-110023 Under Secretary National Ayush Mission, Ministry of Ayush, Government of India]

Email: [nampmu-Ayush@gov.in]

The last date for submission of applications is [one month from the date of publication of advertisement]. For detailed Terms of Reference (ToR), please visit: [<https://namAyush.gov.in/content/framework-implementation-and-operational-guidelines-nam-hindienglish>]

Annexure II

**TERMS OF REFERENCES COMMON CRITERIA FOR ALL THE POSITIONS OF
STATE PROGRAMME MANAGEMENT UNIT & DISTRICT PROGRAMME
MANAGEMENT UNIT:**

- i. Age limit for all positions: 21 years to 60 years.
- ii. Status of Employment: Contractual basis
- iii. TA/DA Entitlements for Programme Management Manpower on Tour as per existing rules:
- iv. Leave: Programme Management Unit Manpower shall be eligible for 12 days Leave in a calendar year on pro-rata basis and thereafter remuneration would be deducted on pro - rata basis. Unavailed leave in a calendar year cannot be carried forward to next year.
- v. Allowance: Except TA/DA on tour, no transport, mobile or medical allowance shall be admissible.
- vi. The continuous working on contractual assignment shall not confer any preferential right of claiming regularisation / permanent absorption against the position.
- vii. The contractual Manpower shall be appointed after fulfilling the statutory requirements of antecedent verification, signing of "privacy agreement", etc.
- viii. The provisions regarding Income Tax / other taxes shall apply as per rules.

TERMS OF REFERENCE (ToR)

1. Name of Post: [Senior Programme Manager] Educational Qualification & Experience

Post Graduate Diploma in Public Health Administration /Post Graduate Diploma in Management (Two years) / MBA-Human Resource Management from AICTE recognized institute with more than 15 years working experience in Government sector. Exposure in social sector schemes/missions of Govt. at national, state and district level and knowledge of computer including MS Office, MS Word, MS Power Point, MS Excel would be desirable. Preference will be given to persons having experience of working in Health sector including Ayush.

Responsibilities:

- To provide overall support for planning and implementation of National Ayush Mission Scheme including Ayushman Arogya Mandir AAM (Ayush) component in the States.
- Overall coordination with CPMU team regarding examination of State Annual Action Plans (SAAP) and preparation of comments on them and also coordinate between State Ayush Society/NHM/ Ayush Directorate.
- To coordinate and facilitate the States for effective implementation of **Ayushman Arogya Mandir AAM(Ayush) Component**& Ayush Public Health programs and analyse the actual bottlenecks as faced during implementation of the activity. As per the analysis detailed strategy is required to be designed along with support of other staff of NAM division, so that smooth implementation of the Ayush HWCs activity may be carried out for better outcome.
- To coordinate and facilitate the States along with support of CPMU team for maintenance of database for the AYUSH sector including manpower, co-location under NHM, Ayush Hospitals & Dispensaries, Educational Institutions, Ayushman Arogya Mandir AAM (Ayush)

- To liaison and brief officers of MOHFW/ States AYUSH/ Health Departments on successes, problems and issues on implementation of National Ayush Mission. To coordinate with CPMU team regarding submission of technical reports (including when necessary brief action points) on status of National Ayush Mission.
- To take a lead role in preparation different training modules and training material curriculum and guidelines etc. in consultation with the State and Central Govt. officials.
- To help Centre & State Directors/ Nodal Officers of AYUSH to organize TOTs, Expert Committee meetings and other meetings and workshops as required from time to time.
- To coordinate with CPMU team regarding preparation of Screening Committee agenda & Minutes.
- To coordinate with CPMU team for providing information regarding Cabinet, Parliament Questions /Committees, assurances, VIP references/ RFD from time to time.
- Any other work assigned by officers from time to time.

Remuneration & Benefits

- Consolidated monthly remuneration: ₹1,00,000/-
- Annual performance-based increment: 5% (subject to approval by Ministry of Ayush Selection Committee / Competent Authority)

2. Domain Expert - Public Health

Qualification & Experience:

Minimum Bachelor degree (BAMS/BUMS/BHMS/BSMS/BYNS) from recognized university along with Master Degree in Public Health Programme / Post Graduate Diploma in Public Health Administration from AICTE recognized institute with minimum 05 years working experience in Government Sector/ Private Sector. Exposure in social sector schemes/missions of Govt. at national, state and district level and knowledge of computer including MS Office, MS Word, MS Power Point, MS Excel would be desirable. Preference will be given to persons having excellent communication and interpersonal skills and experience of working in Public Health sector including AYUSH.

Responsibilities:

- To provide support to the Program Manager and other CPMU staff in planning and implementation of the scheme of Ayushman Arogya Mandir AAM(Ayush)and other Public Health activities in the States/UTs
- To coordinate with State Govt. officials and CPMU staff regarding smooth implementation of the scheme of Ayushman Arogya Mandir AAM(Ayush)and other Public Health activities in the States/UTs
- To liaison and brief the officers of MOHFW, States AYUSH/Health Departments and other Ministries on successes, problems and issues on

implementation of Ayushman Arogya Mandir AAM(Ayush)and other Public Health activities

- To examine the State Annual Action Plans (SAAP) and preparation of comments on them and coordinate between CPMU staff/State AYUSH Society/AYUSH Directorate.
 - To assist in preparing different training modules and training material, curriculum and guidelines etc. in consultation with the State and Central Govt. officials
 - To submit technical reports (including brief action points, when necessary) on status of Ayush HWCs
 - To plan and organize ToT for CHOs, ASHA, ANMs, Yoga instructors etc.
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- To help State Directors/Nodal Officers of Ayush to organize different trainings at State/ District level and also support in organizing Expert Committee meetings and other meetings and workshops as required from time to time.
 - To coordinate and facilitate the States/UTs in Family empanelment, CBAC survey, Prakriti Parikshan, Yoga sessions etc.
 - To undertake periodic field visits to states and districts to review program implementation in the States, identify implementation challenges and support states in charting appropriate solutions or enable linkages with appropriate public health/research/academic/technical/ support institutions for technical support at the State/District Level
 - To get monthly/quarterly/yearly report of implementation of the scheme of Ayushman Arogya Mandir AAM(Ayush)and other Public Health activities from the States/UTs and analysing the data.
 - To facilitate States/UTs in uploading the data of Ayushman Arogya Mandir AAM(Ayush)and other Public Health activities on NAM Portal for better monitoring.
 - To provide information regarding Parliament Questions/Committees, assurances, VIP references.
 - Any other work/assignment assigned by officers from time to time.

Remuneration:

Rs. 75,000/- per month as consolidated remuneration with provision of annual enhancement of 05% based on satisfactory performance to be decided by the Ministry of Ayush Selection Committee/ Competent authority.

3. Sr. Consultant (NAM)

Qualification & Experience:

Minimum Bachelor degree (BAMS/BUMS/BHMS/BSMS/BYNS) from recognized university with minimum 07 years working experience in case of Senior Consultant in Public Health Programmes of Government organization/organizations working in public health. Exposure in social sector schemes/Mission of Government at national, state and district level and knowledge of computers including MS Office, MS Word, MS Power Point, MS Excel would be desirable. Preference will be given to persons having PG qualification in Ayush stream and experience of working in Health sector including Ayush.

Responsibilities:

- To examine State AYUSH Annual Action Plan/ NHM PIP with mainstreaming of AYUSH.
- To provide the technical inputs and submit technical reports (including brief action points as per requirements) on status of National Ayush Mission.
- To coordinate & liaison and brief the officers of MOHFW/ States AYUSH/ Health Departments on successes, problems and issues on implementation of National Ayush Mission.
- To assist the higher officers in preparation of guidelines for Public health outreach activity through AYUSH, AYUSH School Health programme, Ayush Gram, Behaviour Change Communication programmes etc.
- To assist in preparing different training modules and training material curriculum and guidelines etc. in consultation with the State and Central Govt. Officials.
- Any other work assigned by officers from time to time.

Remuneration:

- Rs. 65,000/- for senior Consultant per month as consolidated remuneration with provision of annual enhancement of 05% based on satisfactory performance to be decided by the Ministry of Ayush Selection Committee/Competent authority.

4. Jr. Consultant (NAM)**Qualification & Experience:**

Minimum Bachelor degree (BAMS/BUMS/BHMS/BSMS/BYNS) from recognized university with minimum 03 years working experience in case of Senior Consultant in Public Health Programmes of Government organization/organizations working in public health. Exposure in social sector schemes/Mission of Government at national, state and district level and knowledge of computers including MS Office, MS Word, MS Power Point, MS Excel would be desirable. Preference will be given to persons having PG qualification in Ayush stream and experience of working in Health sector including Ayush.

Responsibilities:

- To examine State AYUSH Annual Action Plan/ NHM PIP with mainstreaming of AYUSH.
- To provide the technical inputs and submit technical reports (including brief action points as per requirements) on status of National Ayush Mission.
- To coordinate & liaison and brief the officers of MOHFW/ States AYUSH/ Health Departments on successes, problems and issues on implementation of National Ayush Mission.
- To assist the higher officers in preparation of guidelines for Public health outreach activity through AYUSH, AYUSH School Health programme, Ayush Gram, Behaviour Change Communication programmes etc.
- To assist in preparing different training modules and training material curriculum and guidelines etc. in consultation with the State and Central Govt. Officials.
- Any other work assigned by officers from time to time.

Remuneration:

- Rs. 60,000/- for Junior Consultant per month as consolidated remuneration with provision of annual enhancement of 05% based on satisfactory performance to be decided by the Ministry of Ayush Selection Committee/Competent authority .

5. Finance Manager

Qualification & Experience:

MBA- Finance/M. Com/ICWA/C.A. from AICTE recognized institute or university with Minimum 5 years experience in government or any other reputed organization in finance management of major programme/project. Exposure to financial management operations, Government accounting, funds flow management, utilization certificates and scheme-wise expenditure reporting in a Govt. set up and development of accounting packages will be an added advantage. Exposure in social sector schemes/Missions of Government at national, state and district level and knowledge of computer including MS Office, MS Word, MS Power Point, MS Excel would be desirable. Preference will be given to persons who have experience of working in health sector including Ayush.

Responsibilities:

- To handle all financial matter of the National Ayush Mission.
- Financial management, tracking and monitoring of funds for AYUSH up to the lower level.
- To ensure timely receipt of Financial Monitoring Report (FMR), Statements of Funds position from the States and coordinate with State PMU on all aspects of financial issues. Devising financial MIS.
- To prepare and pursue of sanction orders and liaison with PAO to release of funds.
- All matters related to finance as budget preparation, performance budget, outcome budget, financial status, detail of expenditure, Zero base budgeting, gender budgeting, audit etc. will be dealt.
- Replies of various paras raised by C&AG or Audit parties.
- Any other work assigned by officers from time to time.

Remuneration:

Rs. 60,000/- per month as consolidated remuneration with provision of annual enhancement of 05% based on satisfactory performance to be decided by the Ministry of Ayush Selection Committee/Competent authority.

6. Accounts Manager

Qualification & Experience:

MBA- Finance/ M. Com/ ICWA (Inter)/ CA (Inter) from recognized institute with Minimum 3 years experience in a government or any other reputed organization in account management. Exposure in social sector schemes at national, state and district level and knowledge of Tally accounting package,

MS Office, MS Word, MS Power Point and MS Excel would be desirable. Preference will be given to persons who have experience of working in health sector including Ayush.

Responsibilities:

- Managing the accounts of National Ayush Mission.
- Coordinate with State AYUSH Societies/ AYUSH Directorate for expenditure and proper maintenance of accounting procedure of the Grant-in-aid.
- Assist the Programme manager/ Finance manager in ensuring proper flow of funds and in all financial matters.
- Maintaining the database of updated UCs status of all states and periodically follow up.
- To examine the Audit reports submitted by the States.
- To ensure timely submission of SoE and Utilization Certificate (UCs) from the States.
- Coordination & reconciliation with budget section & PAO.
- Monitor expenditure and assess the balance/ requirement of funds in the scheme.
- To keep the all records related to State AYUSH societies through which funds are transferred to the States.
- To assist the Programme Manager in planning & budgeting for different components for the Scheme.

Remuneration:

Rs. 50,000/- per month as consolidated remuneration with provision of annual enhancement of 05% based on satisfactory performance to be decided by the Ministry of Ayush Selection Committee/Competent authority.

7. Data Assistant

Qualification & Experience:

MBA-IT/ MCA/ M.Sc.-IT/BCA from recognized institute with 3 years' experience in a government or any other reputed organization. Exposure in social sector schemes at national, state and district level and knowledge of MS Office, MS Word, MS Power Point and MS Excel, MS access would be essential. Preference will be given to persons who have experience of working in health sector including AYUSH.

Responsibilities:

- To collect the data from all departments of Hospitals & Dispensaries (in terms of OPD & IPD data), Educational Institutions, Drug Enforcement mechanism, Medicinal Plants and to be managed separately. Data from the field level to be created & maintained as State resource database for the AYUSH sector.
- Extracting the information from State Annual Action Plans/ HMIS-NAM related progress of collocation, up gradation of Hospitals & Dispensaries and supply of medicines to Ayush Hospitals and Dispensaries and maintain the database. Performance statistics on Mainstreaming Ayush/ AYUSH to be culled from various database sources.
- To maintain the Health Statistics Information Portal facilitates, the flow of physical and financial performance from the field level to the State H.Q. and will provide periodic reports on the status of the AYUSH sector.

- To meet the HMIS (AYUSH) requirements through close coordination with PMU (AYUSH), National/ State Health & Family Welfare institute and National/ State.
- Health System Resource Centre to get and provide data regarding AYUSH sector.
- Data handling of software (HMIS-AYUSH), data incorporation, retrieval of data.
- Maintaining the records/files of Mainstreaming of Ayush under NRHM along with compilation of relevant information received from different sector time to time.
- Any other work assigned by officers from time to time.

Remuneration:

Rs. 35,000/- per month as consolidated remuneration with provision of annual enhancement of 05% based on satisfactory performance to be decided by the Ministry of Ayush Selection Committee/Competent authority.

Interested persons may submit their applications to Ms. Vaishali **Deputy Director, NAM, Ministry of Ayush, AYUSH Bhawan, B-Block, GPO Complex, INA, New Delhi-110023** by **31st October, 2025** with their resume and self-certified copies of all relevant supporting documents with following details:

- | | |
|---|----------|
| i. Name of post applied for: | Passport |
| ii. Name of the candidate: | Size |
| iii. Address for communication with telephone number & email..... | Photo |
| iv. Date of birth and present age:..... | |
| v. Educational qualifications: | |

| Sr. No | Qualification | Board/University | Year of Passing | Max. Marks | Marks obtained | % age |
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iv. Details of employment:

| Sr. No | Post held | Name of Organization/ Department | From | To | Nature of duties performed |
|--------|-----------|----------------------------------|------|----|----------------------------|
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v. Any other relevant information: -

Signature of applicant

Date:

Place: