

Location: Dholpur and Karauli, Rajasthan State

Position: Field Coordinator (SCT Agents)

No. Of Positions: Dholpur- 07 (Seven) and Karauli-06 (Six)

Educational qualification & Experience: 10th or 12th Pass freshers or 1 year of work experience in the public health/development sector/anyother transportation work with a valid two wheeler driving licence and own two wheeler.

Monthly Salary: 14000/- per month + Travel & Communication

Skills: Liaison skills with Govt. officials/doctors, excellent verbal and written communication skills in local language Hindi and basic understanding of English. Good working knowledge of basic computer skills.

Role and responsibilities:

1. Coordination with NTEP teams(HVs/LTs/STLS/STS/DPS/MOs/DTOs) both Districts and PHI's/DMC's
2. Cross check and ensure quality of samples before transporting
3. Cross check and ensure all relevant test request forms (TRFs- Annex) filled properly, if found any gap report the same to respective MO/DTO
4. If required, provide health education and counselling to the patients and family members and show demo how to produce quality of sample.
5. Ensure sample deliver within same day to NAAT Labs
6. Update daily sample/work details in google based reporting formats
7. Participate in Chest Clinics/NTEP district monthly review meetings and update work status/progress
8. Update/Share programmatic or any other challenges with Reporting officer on regular basis
9. Prepare monthly work/progress reports along with travel reports and submit to RO for approvals

How to Apply:

Interested candidates are encouraged to apply with their latest CV while mentioning your current CTC, expected salary and notice period required to join to jobs@tbalertindia.org.in on before 30th June2022. Please mention "Application for the post of Field Coordinator (SCT Agents)" in the subject line along with the location you are applying for;

TBAI is an equal opportunity employer, encourage women candidates meeting the above criteria to apply. Shortlisting of the candidates will be done simultaneously as we get suitable applications for the post.