

## Job description

District supervisor for active case finding using ultraportable handheld X-ray machine + CAD

## Location:

Hisar

## Role overview

TB Alert India is looking for a highly motivated individual for the role of District Supervisor who would be responsible for managing the COVID-19 Response Mechanism (C-19RM) program at the district level. The District Supervisor shall oversee all activities conducted under the program including community mobilisation, active case finding health camps and passive case finding facility-based case finding, using the ultraportable handheld X-ray machine + CAD software. They will be leading a team of community coordinators, radiographers, drivers as well as coordinating with state and district level government health staff.

The ideal candidate is expected to be well-versed in program management and team management and should possess excellent stakeholder management skills. They should be able to function independently, be self-motivated, can thrive in challenging environments, and have a strong commitment to excellence. The district supervisor will report to the State Lead.

## Responsibilities

- Lead the project implementation in intervention districts
- Work closely with the district health officials and other NTEP staff to establish a strong working relationship and coordinate to develop weekly/fortnightly/monthly micro plans, ensuring maximum coverage of the planned project activities.
- Supervise project design requirements including identification of community camp locations, awareness generation planning, liaising with state and district health teams, mobilising communities, preparing for camp operations and data collection
- Supervise the quality of population targeting, mobilization, engagement, and implementation through hands-on involvement at community camps, and regular field visits to assigned public health facilities and ensure compliance with the implementation plan
- Work with other field-level health workers/ TB champions, front line workers and camp staff members for effective patient mobilization
- Lead the camp operations at the implementation site
- Ensure adherence to M&E plan, report and monitor data through M&E systems, ensure timely reporting by the field team and conduct periodic review and performance assessment

- Support field team in debottlenecking and problem-solving operational issues and undertake training and handhold field staff through project on-boarding
- Liaise with government facilities to ensure seamless linkages to care for presumptive patients
- Work collaboratively with other members of the project team, liaising with other Stakeholder teams and the SPMO (State project management office)
- Report and record details of the camps, such as place of camp, no. of people mobilised for camp, no. of x-rays taken etc, to district officials and SLNI and maintain recommended logs, registers and MIS for the camp
- Participate in staff meetings, and provide input into weekly/monthly reports for SLNI and district team
- Maintain seamless reporting and communication to State PMU and National PMU of the project
- Ensure sample transportation collected during the camp to key NAAT sites
- Any other jobs assigned as per program need

## Qualifications

- Prior experience in managing field operations (public health experience desired)
- At least 4 years of experience with at least 2 years of experience as a manager leading a team
- Bachelor/Masters' degree in any relevant field
- Preference would be given to candidates having experience in the public health sector, especially in conducting health camps
- Proven ability to work and multi-task under pressure and in stringent timelines, respond quickly to changing situations in complex project environments, prepare responses/narratives quickly and clearly and use personal initiative
- Good interpersonal and networking skills, and an articulate team player
- Strong project management and people management skills
- Competency in Microsoft applications including Word, Excel, PowerPoint and Outlook and Google forms
- Broader project communications experience and skills desirable
- Should be willing to travel extensively for project purposes within and outside the respective district
- Languages: Excellent written and spoken command of English and regional languages.

TBAI is an equal opportunity employer, encourage women candidates/TB Survivors meeting the above criteria to apply.

**TBAI has a zero-tolerance policy towards individuals who engage in sexual harassment, abuse, or exploitation. We strongly discourage anyone with such intentions from applying for this position. Our commitment is to maintain a safe and respectful environment for all.**

**TO APPLY :** Please submit a comprehensive CV in the following link by 22nd October-2024

<https://forms.gle/mZcfxogPyqzT2MMU6>

**Salary:** Monthly CTC (Cost to Company) for this position is up to a maximum of INR 35,291/- only per month and it would be decided and agreed up on based on the last drawn/current salary, experience in the relevant sector, credentials and performance in the interview.