

## **VACANCY NOTICE**

**Publish Date: 13<sup>th</sup> August, 2026**

Project Name: Swasthya Connect – Digital Health Systems Strengthening Programme

Position Code: IIPHG/REC/2026-27/92

Position Title: Project Manager – Hospital Operations

Remuneration: Rs. 65,000/- per month

No. of Posts: 01 (One)

Duration of Position: 06 Months (September 2026 to February 2027) with the possibility of extension subject to project continuation and satisfactory performance.

Location: Hardoi District, Uttar Pradesh - (Assigned CHC)

1. CHC Sandila (FRU) 2. CHC Pihani (FRU) 3. CHC Bharawan 4. CHC Bawan

### **Brief on the Organization:**

Indian Institute of Public Health Gandhinagar (IIPHG) is a University established under IIPHG Act, 2015 of Gujarat State. It offers courses in the field of Public Health. It also undertakes various research projects in the field of Public Health. The university is established by Public Health Foundation of India (PHFI) with support from the Government of Gujarat, Department of Health & Family Welfare.

### **Project Brief**

Swasthya Connect – Digital Health Systems Strengthening Programme is an initiative of the Samuday Project by HCL Foundation which supported by IIPHG (Indian Institute of Public Health Gandhinagar) to strengthen digital health systems and hospital operations across four Community Health Centres in Hardoi, Uttar Pradesh.

Under the programme, IIPHG will provide technical assistance, programme management, facility mentoring, capacity building, digital health implementation support, and monitoring to improve digital adoption, patient flow, quality of care, workforce competency and data-driven decision-making across the participating facilities.

### **Deliverables:**

#### **A. Project Management and Multi-Facility Coordination**

- Provide overall operational leadership and supervision across all four project CHCs.
- Coordinate and supervise Facility Mentors, the Skill Lab Technical Expert, and Data Entry Operators.
- Develop and monitor facility-wise implementation plans, activity calendars, milestones, and performance indicators.

- Coordinate resource allocation, field logistics, and inter-facility support requirements.
- Identify implementation bottlenecks and facilitate timely corrective action.

#### **B. Baseline Assessment and Facility Readiness**

- Lead baseline assessments and facility readiness evaluations across all project sites.
- Map existing patient workflows, service delivery processes, digital systems, infrastructure, staffing arrangements, and operational gaps.
- Develop facility-specific improvement plans based on baseline findings.
- Establish baseline indicators and performance-monitoring frameworks for subsequent assessment of project progress.

#### **C. Hospital Operations and Patient Flow Improvement**

- Lead workflow redesign across Registration, OPD, IPD, Laboratory, Pharmacy, Labour Room, and other identified service areas.
- Support implementation of structured patient-flow and queue-management systems.
- Guide establishment or strengthening of triage, patient assistance, wayfinding, and registration processes.
- Monitor interventions aimed at achieving a **minimum 30% reduction in patient waiting time**, wherever applicable.

#### **D. Digital Health and ABDM Adoption**

- Lead implementation and adoption of eHMIS/e-Sushrut across relevant clinical and administrative departments.
- Support achievement of at least **80% digital recording coverage** across identified service areas.
- Oversee implementation of ABDM-related workflows, including ABHA creation, Scan & Share, and digital consent processes.
- Identify operational and capacity-related barriers affecting digital adoption and coordinate corrective measures.

#### **E. Quality Improvement**

- Guide facility teams in strengthening quality systems aligned with **Kayakalp and NQAS standards**.
- Support implementation of Infection Prevention and Control measures, internal assessments, corrective action planning, and periodic quality reviews.
- Monitor facility progress toward agreed quality-improvement targets, including a **Kayakalp score of more than 75%, where applicable**.

#### **F. Capacity Building**

- Coordinate training-needs assessments for facility staff.

- Develop and monitor an integrated training calendar in coordination with technical experts and project leadership.
- Support capacity building of at **least 200 healthcare personnel** through the Skill Lab established at CHC Sandila.
- Ensure that training is linked with practical workplace mentoring and improvement in service delivery.

#### **G. Stakeholder Coordination**

- Serve as the principal project-level liaison with the CMO, CMS, MOICs, district health administration, facility leadership, IIPHG, HCL Foundation, and other relevant stakeholders.
- Facilitate periodic review meetings with facility and district stakeholders.
- Document decisions, action points, responsibilities, and timelines emerging from review meetings.

#### **H. Monitoring, Documentation and Reporting**

- Develop and maintain project-level KPI dashboards and monitoring systems.
- Review facility data for completeness, consistency, and progress against project targets.
- Prepare and coordinate submission of key project deliverables, including:
  - Inception Report
  - Detailed Implementation Plan
  - Monthly Progress Reports
  - KPI Dashboards
  - Midline Assessment Report
  - Minimum four case studies
  - Final Project Completion Report

**Qualification:** Master's degree in Hospital Administration, Health Administration, Health Management, Public Health, or a related discipline.

**Experience:** Minimum 3–5 years of relevant professional experience in hospital operations, public health programme implementation, healthcare quality improvement, or digital health projects.

#### **Required Competencies:**

- Strong understanding of public healthcare facility operations and patient care workflows.
- Familiarity with eHMIS/e-Sushrut, ABDM workflows, ABHA, Scan & Share, Queue Management Systems, Kayakalp, and NQAS standards.
- Strong analytical and problem-solving skills.
- Ability to manage multidisciplinary field teams and coordinate across multiple health facilities.

- Strong communication and stakeholder-management skills, particularly for engagement with government health officials and facility leadership.
- Proficiency in MS Excel, Word, PowerPoint, dashboard monitoring, and healthcare data analysis.
- Availability of a personal laptop is mandatory.

**General Instructions:**

- Selected personnel are expected to work primarily from their assigned project locations and travel within Hardoi District where required.
- All personnel shall comply with applicable government health-facility protocols, confidentiality requirements, data-protection standards, and project operating procedures.
- Performance will be reviewed periodically against assigned responsibilities, deliverables, attendance, quality of work, and achievement of project targets.
- Contract continuation or extension will be subject to satisfactory performance, availability of project funding, and continuation of the programme.
- Personnel may be assigned additional project-related responsibilities that are reasonably aligned with their role and qualifications.

**Last Date of Receipt of Applications: 23<sup>rd</sup> August, 2026.**

**Remarks:**

- Interested and eligible candidates are requested to apply online at <https://iiphg.edu.in/work-with-us/>.
- Please select the Name of the Post “**Project Manager – Hospital Operations**” OR Position Code (**IIPHG-REC-2026-27-92**) in the subject.
- Only shortlisted candidates will be contacted for the interview.
- Mere eligibility will not entitle any candidate being called for interview.
- Candidates applying for more than one post are required to submit separate application for each post.
- Call letters to the shortlisted applicants shall be sent by email. No postal communication shall be made.
- Incomplete applications, shall be summarily rejected and no communication in this regard shall be entertained.
- No TA / DA will be paid to attend the selection process, if called for.
- Persons employed in Government/Semi-Government Organization or Educational Institutions in India must apply through proper channel.
- IIPHG reserves the right to fill or not to fill any or all available positions.
- The requirements of minimum qualification and/or experience may be relaxed in the case of candidates with outstanding credentials.
- No correspondence will be entertained from candidates regarding any delays, conduct & result of interview and reasons for not being called for interview.
- Women are encouraged to apply.