

Terms of Reference (ToR) for Technical Support Unit – Assam

Background

A Technical Support Unit (TSU) is being established at Guwahati Medical College & Hospital/State TB Cell to support the State Health Department and National TB Elimination Programme Assam in expediting TB elimination in the state. The TSU will offer technical assistance across six priority areas — active case finding, diagnostic network optimization, differentiated TB care, TB-free Panchayats, communication support, and inter-agency collaboration — and facilitate improved data-driven planning, monitoring, and reporting in coordination with the State Task Force and other stakeholders. The duration of the project is two years and may be extended by another year depending on performance. The duration of the contract offered will be 1 year.

1. Position: Team Lead – Technical Support Unit

Location: Guwahati, Assam

Age: Upto 60 Years

Essential Qualification:

- MBBS with MD(Community Medicine)/MPH/DPH

Experience:

- Minimum 10 years of progressive experience in public health programmes, including at least 5 years in TB programme implementation at state/national level.
- Demonstrated understanding of health systems in Assam or similar contexts.

Roles and Responsibilities:

- Provide strategic and technical leadership to the TSU in line with the State TB Elimination Plan.
- Liaise with State TB Officer, Medical Colleges, and NHM leadership for coordinated action.
- Offer thematic guidance on active case finding, differentiated TB care, and diagnostic optimization.
- Supervise and mentor the TSU team, ensure timely deliverables and performance reviews.
- Coordinate with the State Leadership, Gates Foundation, WHO consultants, and national partners for technical alignment.
- Facilitate capacity building of field staff and ensure knowledge transition to state systems.
- Review key indicators, identify gaps, and guide corrective actions.
- Submit monthly progress and performance reports to Principal GMCH, STO and the Gates Foundation.

Monthly Remuneration- Rs 2,00,000/month

2. Position: Public Health Expert (3 positions)

Location:

Zonal deployment within Assam: Upper Assam, Lower Assam & Barak Valley.

Age: Upto 50 Years

Essential Qualification:

- MBBS with MD (Community Medicine)/MPH/DPH .

Experience:

- 5 years of experience in disease surveillance, programme management, or public health research.
- Prior experience with NTEP or similar large-scale health programmes preferred.

Roles and Responsibilities:

- Support implementation and monitoring of TB-free Panchayat activities and private sector engagement.
- Provide technical inputs for diagnostic network optimization and molecular diagnostic scale-up.
- Analyze surveillance data (Nikshay and other platforms) to identify gaps in service delivery.
- Facilitate training and mentoring of district-level staff for active case finding and differentiated TB care.
- Document best practices and support operational/implementation research activities in collaboration with medical colleges.
- Participate in periodic reviews and prepare analytical summaries for state-level decision-making.

Monthly Remuneration- Rs 1,40,000/month

3. Position: Data Analytics Expert

Location:

Guwahati

Age: Upto 50 Years

Essential Qualification:

- Postgraduate degree in Data Analytics / Health Informatics / Biostatistics/any other relevant subjects.

Experience:

- Minimum 3 years of experience in data analysis and visualization in public health programmes.
- Proficiency in handling & analysing large Data from Digital Platforms(Nikshay), Excel, Kobo Collect, Power BI, Tableau, and data cleaning techniques.

Roles and Responsibilities:

- Lead data collation and analysis from Nikshay and other digital platforms.
- Generate dashboards for tracking progress on TB-free Panchayats and other priority indicators.
- Conduct data quality assurance and validation.
- Support the STO in preparing analytical reports and presentations for review meetings.
- Facilitate capacity building of state/district data entry operators & other NTEP staff on data management tools.

Monthly Remuneration- Rs 1,25,000/month

4. Position: Procurement Expert

Location:

Guwahati

Age: Upto 50 Years

Essential Qualification:

- Postgraduate qualification in Materials Management / Procurement / Logistics.

Experience:

- At least 5 years of experience in procurement and supply-chain management in the public health sector.
- Experience with procurement of drugs, diagnostics, and consumables under national programmes desirable.

Roles and Responsibilities:

- Support the state in planning, procurement, and supply of TB drugs, consumables, and diagnostics.
- Facilitate adherence to state and national procurement guidelines.
- Strengthen forecasting, inventory, and stock management systems.
- Liaise with **ASSAM MEDICAL SERVICES CORPORATION LIMITED**, NHM, and district stores to ensure uninterrupted supply.
- Track delivery, quality, and utilization of procured goods.
- Provide technical assistance for development of procurement dashboards and performance indicators.

Monthly Remuneration- Rs 1,00,000/month

Performance Review & Coordination

- The team will participate in monthly review meetings chaired by the Core Technical Committee.
- Periodic reports will be shared with the Gates Foundation as per agreed coordination mechanism.

Email your CV (mentioning the Post applied for and contact number) at **tatbgmch@gmail.com** on or before **3rd November, 2025**. Preliminary shortlisted candidate list for in-person interview along with dates will be notified at the official website of Gauhati Medical College **<https://gmchassam.gov.in>**.