



# बिहार स्वास्थ्य सुरक्षा सोसायटी

State  
Health  
Agency



राज्य  
स्वास्थ्य  
अभिकरण

Bihar Swasthya Suraksha Society (BSSS) a society registered under the Societies Registration Act, 1860, is the nodal agency under the health Department, Government of Bihar. It is entrusted with the implementation of Ayushman Bharat – Pradhan Mantri Jan Arogya Yojana (AB-PMJAY).

Bihar Swasthya Suraksha Society (BSSS) invites online applications for recruitment to the following positions at the State, District, Block and Panchayat levels on a contractual basis. The appointment shall be purely on a contractual basis for an initial period of three years, which may be renewed subject to satisfactory performance and organizational requirements. Under no circumstances shall this contractual engagement confer any right or claim for regularization or absorption into any permanent position in future.

## A) Vacancy Details and Reservation

S. No.	Position Name	Salary Per Month	No. of Post	Category wise Vacancy Details				
				UR	EWS	EBC	BC	SC/ST
01	State Anti Fraud Unit Manager	75,000/-	01	----	----	----	----	----
02	Hospital Empanelment Manager	75,000/-	25	----	----	----	----	----
03	Beneficiary Identification System Assistant Manager	50,000/-	01	----	----	----	----	----
04	Beneficiary Identification Executive	42,000/-	04	----	----	----	----	----
05	Database Administrator	75,000/-	09	----	----	----	----	----
06	Accountant	32,000/-	32	02	05	08	05	12
07	Internal Auditor	50,000/-	20	01	01	01	01	16
08	Accounts Officer	50,000/-	134	20	10	24	26	54
09	Procurement Executive	29,000/-	134	----	----	----	----	----
10	Quality Executive	25,000/-	109	06	----	----	----	----
11	District Program Coordinator(DPC) District Level	48,500/-	38	----	----	----	----	----
12	District Program Coordinator (DPC) District Level	42,000/-	76	----	----	----	----	----
13	Block Program Coordinator (BPC) Block Level	38,000/-	534	----	----	----	----	----
14	Panchayat Coordinator Panchayat Level	28,000/-	9,021	535	312	2,987	2,105	3,082
15	Panchayat Surveyor	22,500/-	11,500	1,480	536	2,961	2,746	3,777

Note: UR- Unreservd, EWS- Economically Weaker Section, BC- Backward Class, EBC- Extremely Backward Class, SC- Scheduled Caste, ST- Scheduled Tribe.

START DATE OF APPLICATION: 23 MARCH 2026 10:00AM onwards

END DATE OF APPLICATION: 27 APRIL 2026 till 05:00 PM

13/9



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(R)

### ToR – State Anti Fraud Unit (SAFU) Manager

Position	State Anti Fraud Unit (SAFU) Manager
No. of Post	01
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age :</b> Minimum age to apply is 21 years Maximum age: UR/EWS – 40, BC/EBC (Male & Female) – 43, SC/ST (Male & Female) – 45, 10 Years relaxation in age will be admissible to persons with Benchmark Disability	
<b>Qualification :</b> ✓ Science gradute with 2 year regular Master Degree in Hospital Management / Hospital Administration / Health Administration / Health Management from a recognized University / Institution.	
<b>Experience</b> ✓ Minimum 5 years managerial work experience in Hospital having a minimum of 200 bed capacity.	
<b>Purpose of Assignment:</b> To play a key role in assisting SAFU Head with day work in the department. Provide support to the management personnel by effectively managing his/her schedule and performing a wide variety of responsible, confidential administrative, secretarial, and analytical and research duties. Muchof the work is self – appointed and requires a high degree of professional independence, initiative and self – discipline.	
<b>Desired Skills:</b> ✓ Proficient computer skills, including Microsoft Suite (Word, PowerPoint, Outlook and Excel) ✓ Ability to analyze problems and strategize for better solutions. ✓ Ability to negotiate, establish and administer contracts. ✓ Excellent verbal and Written communication skills. ✓ Ability to multitask, prioritize and manage time efficiently. ✓ Accurate and precise attention to detail.	

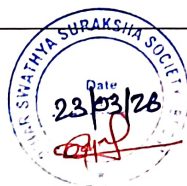






### ToR – Hospital Empanelment Manager

Position	Hospital Empanelment Manager
No. of Post	25
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age :</b> Minimum age to apply is 21 years Maximum age: UR/EWS – 40, BC/EBC (Male & Female) – 43, SC/ST (Male & Female) – 45, 10 Years relaxation in age will be admissible to persons with Benchmark Disability	
<b>Qualification :</b> ✓ Science graduate with 2 year regular Master Degree in Hospital Management / Hospital Administration / Health Administration / Health Management from a recognized University / Institution.	
<b>Experience</b> ✓ Minimum 3 years managerial work experience in Hospital having a minimum of 100 bed capacity.	
<b>Purpose of Assignment:</b> To play a key role in assisting SAFU Head with day work in the department. Provide support to the management personnel by effectively managing his/her schedule and performing a wide variety of responsible, confidential administrative, secretarial, and analytical and research duties. Much of the work is self – appointed and requires a high degree of professional independence, initiative and self – discipline.	
<b>Desired Skills:</b> ✓ Proficient computer skills, including Microsoft Suite (Word, PowerPoint, Outlook and Excel) ✓ Ability to analyze problems and strategize for better solutions. ✓ Ability to negotiate, establish and administer contracts. ✓ Excellent verbal and Written communication skills. ✓ Ability to multitask, prioritize and manage time efficiently. ✓ Accurate and precise attention to detail.	

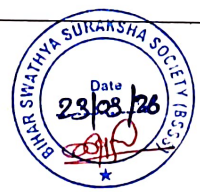


### ToR – Database Administrator

Position	Database Administrator
No. of Post	09
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age :</b> Minimum age to apply is 21 years Maximum age: UR/EWS – 40, BC/EBC (Male & Female) – 43, SC/ST (Male & Female) – 45, 10 Years relaxation in age will be admissible to persons with Benchmark Disability	
<b>Qualification :</b> ✓ B. Tech/BE in Computer Science/Information Technology form AICTE/UGC recognized institution/ University or MCA from AICTE/UGC recognized institution/ university.	
<b>Experience</b> ✓ Minimum 3 years work experience in in IT for setting up and managing database systems in Government/Semi Government/ Public sector / Reputed Private organization.	
<b>Summary of Roles and Responsibilities:</b> ✓ Configure database serves, Identifies database requirement, analyse department applications, programming and operations, evaluating existing systems. ✓ Design, devlop and maintain required reports. ✓ Recommends solutions by defining database physical structure and functional capabilities, database security and access, data back –up and recovery specifications. ✓ Prepares users by conducting training providing information, resolving problems. ✓ Supports database functions by designing and coding utilities. ✓ Provide end to end technical support and problem resolution. ✓ Data analysis to verify solutions are correct. ✓ Database monitoring and troubleshooting. ✓ Undertake any additional responsibilities given by BSSS	
<b>Desired Skills:</b> ✓ Proficient computer skills, including Microsoft Suite (Word, PowerPoint, Outlook and Excel) ✓ Ability to analyze problems and strategize for better solutions. ✓ Ability to negotiate, establish and administer contracts. ✓ Excellent verbal and Written communication skills. ✓ Ability to multitask, prioritize and manage time efficiently. ✓ Accurate and precise attention to detail.	

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ToR – Beneficiary Identification System (BIS) Executive

Position	Beneficiary Identification System (BIS) Executive
No. of Post	04
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37, BC/EBC (Male & Female) – 40, SC/ST (Male & Female) – 42 . 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> ✓ Bachelor’s in Business Administration (BBA) or Bachelor’s in Computer Application (BCA) from AUGC/AICTE recognized University / Institute. ✓ 1 Year Diploma in Computer application for BBA.	
<b>Purpose of Assignment:</b> To assist the department in managing the entire Beneficiary Identification System and ensuring smooth implementation across the state.	

ToR – Beneficiary Identification System Assistant (BISA) Manager

Position	Beneficiary Identification System (BIS) Executive
No. of Post	04
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37, BC/EBC (Male & Female) – 40, SC/ST (Male & Female) – 42 . 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> ✓ Bachelor’s in Business Administration (BBA) or Bachelor’s in Computer Application (BCA) from AUGC/AICTE recognized University / Institute. ✓ 1 Year Diploma in Computer application for BBA.	
<b>Experience:</b> ✓ Minimum 2 years of experience in Health/TPA/Insurance in Public/Private sector.	
<b>Purpose of Assignment:</b> The Executive Assistant will be responsible for the providing assistance to Director Healthcare for management of hospital and healthcare mechanism under AB – PMJAY throughout the State.	

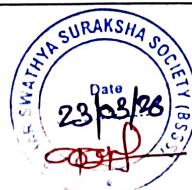


ToR – Accountant

Position	Accountant
No. of Post	32
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<p><b>Age:</b>          Minimum age to apply is 21 years.          Maximum age: UR/EWS – 37, BC/EBC (Male &amp; Female) – 40, SC/ST (Male &amp; Female) – 42 .          10 Years relaxation in age will be admissible to persons with Benchmark Disability.</p>	
<p><b>Qualification:</b></p> <ul style="list-style-type: none"> <li>✓ Masters of Commerce from a recognized Institute/ University.</li> <li>✓ Working Knowledge of TALLY Software.</li> <li>✓ Minimum 2 Year of work experience in accounting/auditing at Government/Semi Government/Public Sector/Reputed Private Company.</li> </ul>	
<p><b>Roles and Responsibilities:</b></p> <ul style="list-style-type: none"> <li>✓ The accountant shall help the Accounts Officer in conducting internal audit, fund management and cash flow management of the SHA.</li> <li>✓ Recording and Maintaining books of accounts.</li> </ul>	

ToR – Internal Auditor

Position	Internal Auditor
No. of Post	20
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<p><b>Age:</b>          Minimum age to apply is 21 years.          Maximum age: UR/EWS – 37, BC/EBC (Male &amp; Female) – 40, SC/ST (Male &amp; Female) – 42 .          10 Years relaxation in age will be admissible to persons with Benchmark Disability.</p>	
<p><b>Qualification:</b></p> <ul style="list-style-type: none"> <li>✓ MBA Finance / CA (inter) / ICWA (inter) with knowledge of Tally.</li> </ul>	
<p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>✓ At least 4 year in accounting/auditing at government/semi government/public sector unit/ reputed private limited company with annual turnover 50 crores and above.</li> </ul>	
<p><b>Purpose of Assignment:</b>          Internal Auditor will be responsible to evaluate an organization internal financial control, including its governance and accounting processes.</p>	

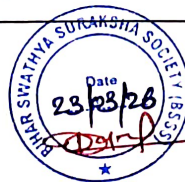


ToR – Procurement Executive

Position	Procurement Executive
No. of Post	134
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37, BC/EBC (Male & Female) – 40, SC/ST (Male & Female) – 42 . 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> <ul style="list-style-type: none"><li>✓ Bachelor’s in Business Administration (BBA) or Bachelor’s in Computer Application (BCA) from a UGC/AICTE recognized University/ Institute.</li><li>✓ 1 Year Diploma in Computer application for BBA.</li><li>✓ Appearing in BBA/BCA Studunt.</li></ul>	
<b>Purpose of Assignment:</b> To play a key role in procuring high-quality and cost-efficient supplies for SHA. To follow procurement procedures, maintain an updated list of inventory and incoming purchases and supplies, and be responsible for approving purchases.	

ToR – Account Officer

Position	Account Officer
No. of Post	134
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37, BC/EBC (Male & Female) – 40, SC/ST (Male & Female) – 42 . 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> <ul style="list-style-type: none"><li>✓ MBA Finance / CA (inter) / ICWA (inter) with knowledge of Tally.</li></ul>	
<b>Experience:</b> <ul style="list-style-type: none"><li>✓ At least 4 year in accounting/auditingat government/semi government/public sector unit/ reputed private limited company with annual turnover 200 crores and above.</li></ul>	
<b>Purpose of Assignment:</b> Internal Auditor will be responsible to evaluate an organization internal financial control, including its governance and accounting processes.	

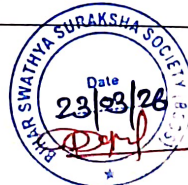


ToR – Quality Executive

Position	Quality Executive
No. of Post	109
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37, BC/EBC (Male & Female) – 40, SC/ST (Male & Female) – 42 . 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> <ul style="list-style-type: none"> <li>✓ Bachelor's in Business Administration (BBA) or Bachelor's in Computer Application (BCA) from a UGC/AICTE recognized University/ Institute.</li> <li>✓ 1 Year Diploma in Computer application for BBA.</li> <li>✓ Appearing in BBA/BCA Student.</li> </ul>	
<b>Purpose of Assignment:</b> Quality assurance executive is responsible for implementing quality management procedures and systems. Her / His responsibility is to continuously monitor and review the compliance of the internal function with the established QA plan, guidelines and processes.	

ToR – District Program Coordinator

Position	District Program Coordinator
No. of Post	38
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37, BC/EBC (Male & Female) – 40, SC/ST (Male & Female) – 42 . 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> <ul style="list-style-type: none"> <li>✓ Science graduate from a recognized University/ Institution.</li> </ul>	
<b>Experience:</b> <ul style="list-style-type: none"> <li>✓ Minimum 1 years of experience in Social Work.</li> </ul>	
<b>Purpose of Assignment:</b> The DPC will be responsible for providing overall program for District Implementation Unit (DIU) functions with reporting to SHA for overall management and standardization of processes and execution at district level. The DPC shall execute technical and operational guidelines and further roll out at field level.	



ToR – Block Program Coordinator (BPC)

Position	Block Program Coordinator (BPC)
No. of Post	534
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<p><b>Age:</b>            Minimum age to apply is 21 years.            Maximum age: UR/EWS – 37 , BC/EBC (Male &amp; Female) – 40 , SC/ST (Male &amp; Female) – 42            10 Years relaxation in age will be admissible to persons with Benchmark Disability.</p>	
<p><b>Qualification:</b>            ✓ Bachelor's in any Subject (Science, Art, Com...) / 12<sup>th</sup> in any Subject ( Science, Art, Com....)</p>	
<p><b>Purpose of Assignment:</b>            The BPC will be responsible for providing overall program for Block Implementation Unit (BIU) function with reporting to DPC for overall management and standardization of processes and execution at Block level. The BPC shall execut technical and operational guidelines and further roll out at field level</p>	

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### ToR – Panchayat Coordinator

Position	Panchayat Coordinator
No. of Post	9,021
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37 , BC/EBC (Male & Female) – 40 , SC/ST (Male & Female) – 42 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> ✓ 12 <sup>th</sup> in any Subject (Science, Art, Com...) / 10 <sup>th</sup> in Pass for a recognized Institution.	
<b>Purpose of Assignment:</b> The Panchayat Coordinator shall be responsible for overseeing the entire operational framework. This entails implementing all projects assigned by the District and Block authorities at the grassroots level, ensuring their successful completion, submitting comprehensive reports on all activities to the Block Coordinator and assisting the Surveyors in their work.	

### ToR – Panchayat Surveyor

Position	Panchayat Surveyor
No. of Post	11,500
Location	Bihar Swasthya Suraksha Society (ABPMJAY) , Patna, Bihar
<b>Eligibility Criteria</b>	
<b>Age:</b> Minimum age to apply is 21 years. Maximum age: UR/EWS – 37 , BC/EBC (Male & Female) – 40 , SC/ST (Male & Female) – 42 10 Years relaxation in age will be admissible to persons with Benchmark Disability.	
<b>Qualification:</b> ✓ 12 <sup>th</sup> in any Subject (Science, Art, Com...) / 10 <sup>th</sup> in Pass for a recognized Institution.	
<b>Purpose of Assignment:</b> The Panchayat Coordinator shall be responsible for ensuring the overall management of the system. Their duties include visiting the wards of the Gram Panchayat to conduct surveys, Preparing Reports, Submitting them to the Panchayat Coordinator and complying with the instructions issued by them.	

