



WHO Collaborating Centre for Emergency and Trauma Care South - East Asia Region

Department of Emergency Medicine, JPN Apex Trauma Center, AIIMS, New Delhi, India



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Ring Road, Raj Nagar, New Delhi, Delhi 110029, India

Dr. (Prof.) Sanjeev Bhoi | Director – WHO CCET, SEAR

Date: 16th November, 2024

Vacancy Announcement

WHO Collaborating Centre for Emergency & Trauma Care, South – East Asia Region (WHO CCET, SEAR) project titled “*To create pool of Trainers - Basic Life Support (BLS) & Post Crash Response (Care of Injured Victim & handling of common emergencies) at selected colleges of Jaipur, Rajasthan*” funded by State Road Safety Cell, Department of Transport & Road Safety, Govt. of Rajasthan is providing an exciting opportunity to contribute to strengthening of emergency care response among student community.

Name of the Post	Project Coordinator
Number of Post	01 (One position)
Appointment	Purely temporary basis
Essential Qualification	Graduation/ Post Graduation in Public Health, Healthcare Management, Social Work, or related field
Required Experience	Min. 2 yrs. of work experience in project coordination, preferably in healthcare, emergency response, or training programs.
Desirable	MPH/MSc Nursing with experience of conduction training
Required Skills	MS Office, Data analysis, Report & Research Writing
Job duration	12 months (Dec 2024 – Dec 2025)
Place of work	WHO CCET Office, JPNATC AIIMS, New Delhi

Scope of responsibilities – The “Project Coordinator” will be responsible for -

- Managing training programs.
- Seamless coordination and communication between the project team.
- Overseeing project administrative tasks.
- Conducting data analysis and preparing detailed reports.



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World Health
Organization

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Name of the post	Site Coordinator
Number of Post	01 (One position)
Appointment	Purely temporary basis
Essential Qualification	Graduation/ Post Graduation in Public Health, Healthcare Management, Social Work, or related field
Required Experience	Min. 1 yr of work experience in the related field
Desirable	Strong communication and coordination skills
Required Skills	MS Office (preferably MS Excel), Report & Research Writing
Job duration	12 months (Dec 2024 – Dec 2025)
Place of work	Jaipur, Rajasthan

Scope of responsibilities – The “Site Coordinator” will be responsible for - -

- Coordination and communication with colleges – Jaipur for training
- Coordination and communication between colleges and office
- Conducting stakeholders’ meetings.
- Preparation of reports & other project related administrative tasks.

How to Apply:

- Send updated CV with passport size picture (Pasted to CV) at office@whoccemcare.org
- The last date of applications is 25th November 2024 (latest by 5p.m. IST)
- Only shortlisted candidates will be contacted through email for the online interview.

Immediate Joining is requested from the selected candidate.



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About the Project - This project aims to develop a pool of trainers (teachers) from colleges in Jaipur, who will, in turn, equip the large masses of student community with essential life-saving skills and knowledge.

About our Organization - World Health Organization Collaborating Centre for Emergency and Trauma Care - South-East Asia Region (WHO CCET-SEAR) is an international public health organization working with a vision to transform lives of acutely ill and injured by developing an accessible, prompt, affordable, and responsive emergency care system in South-East Asia Region. WHO CCET- SEAR works with global, regional and local government bodies and private organizations to solve the world's most pressing emergency care challenges through system building, capacity building, leadership & governance, research and education, policy making, dissemination of cost – effective technologies and community engagement.