

Terms of Reference
Consultant- Project Management (Short Term) (01)
NHSRC

National Health Systems Resource Centre (NHSRC) is a technical support institution under the National Health Mission (NHM), Ministry of Health & Family Welfare. NHSRC works closely with the MoHFW and the States for Health Systems strengthening and supporting implementation of other interventions under the NHM. Work at the NHSRC is organised around eight (8) divisions, namely– Community Processes & Comprehensive Primary Care, Healthcare Financing, Healthcare Technology, Human Resources for Health, Information Technology, Knowledge Management Division, Public Health Administration and Quality & Patient Safety.

The Position reports to the Principal Team Lead- Technical NHSRC. This Position requires a strong moral and ethical code of conduct with essence of integrity, confidentiality while undertaking the responsibility.

Roles & Responsibilities

The expected roles of the incumbent are –

1. Manage multiple projects with varying size and complexity.
2. Define and manage scope, timelines, milestones, budgets, and success metrics.
3. Develop project plans and monitor execution to ensure timely completion of deliverables.
4. Manage resource allocation and capacity utilization, ensure compliance with security, regulatory, and organizational policies.
5. Collaborate with engineering, product management, DevOps, and quality assurance teams to resolve complex issues and external stakeholders on priorities, timelines, and rollout.
6. Identify risks & mitigation plans, change management and other project management and governance practices for seamless execution of projects
7. Prepare project presentations, status updates, executive dashboards, project health reports and conduct executive reviews with senior officials and stakeholders.
8. Create and maintain knowledge repositories, user guides and support processes.
9. Drive customer success and user experience initiatives for continuous improvement towards operational efficiency and user experience, leading to best adoption of IT applications and solutions.
10. Other project management responsibilities as assigned from time to time.

Duration

The consultancy is a short-term position for 11 months

Qualification & Experience

For achieving the above-mentioned deliverables, the applicant is expected to possess the following qualifications & experience –

Essential Qualification – B.E./ B. Tech./MCA/M.E./M. Tech

1. Strong project management Skills, including the ability to prioritize work and meet deadlines
2. Extensive experience with Project management tools and technologies.
3. Strong understanding of the Software Development Life Cycle (SDLC)
4. Proven experience in building complex, large scale internet- based systems.
5. Experience working with cross-functional technical and business teams.
6. Strong analytical, organizational, and problem-solving skills.
7. Excellent communication, stakeholder management, and leadership abilities.

Experience – As per H.R. Policy (15 years or more)

Note –

- Only shortlisted candidates will be called for an interview.
- The candidates may be subjected to written tests

Age Limit: Up to 55 Years (as on the date of receiving the application) As per H..R Policy

Work Location: New Delhi with Willingness to travel on need basis

Remuneration Range: Between Rs.175000/- to Rs. 225000./- per month (As per Policy)

****Fee offered within the band will be commensurate with qualification and experience***

Note: As this is a short-term assignment.

- Preference will be given to candidates residing within Delhi/NCR region.
- The selected candidate will be required to join within 7 days.

How to apply: Candidates are requested to fill out the online application correctly which is available on the NHSRC website (<http://nhsrccindia.org>). Applications will be accepted in the prescribed online application format only. The last date for receiving applications is **2nd September 2026**.