

District AIDS Prevention and Control Unit

District Civil Hospital, Pune - 27

No. Admin/Contract/Recruit./

Civil Hospital. - Pune

(Website: www.pune.nic.in)

Notice for Engagement of Various Positions on Contract Basis

Under

Maharashtra State AIDS Control Society, Mumbai

Advt. Date: 22/01/2019

Last date of submit application: 05/02/2019

Civil Surgeon, District Civil Hospital Pune invites application from eligible candidates for the following post for their appointment on contract basis under Maharashtra State AIDS Control Society, Wadala, Mumbai (MSACS), Wadala, Mumbai.

Sr.	Name of the Posts	No. of Vacancies / Place	Eligibility Criteria	Consolidated Monthly Remuneration
1	District Program Manager	01 District AIDS Prevention and Control Unit, Pune	Assistant Director level Officer from State Health cadre with sufficient administrative experience. Experience in Health sector in Government Service. OR Medical Graduate in Modern medicine 3 Years of field experience in HIV/ AIDS Or Health Programme implementations. OR Post Graduate degree in management / Public Health/ Social Science/ Life Science 3 Years of field experience in HIV / AIDS Or Health Programme implementations Other Skills Needed 1) Analytical Skills 2) Programme Management Skills 3) Advocacy Skills 4) Good Knowledge of Computers	Rs. 31,200/-
2	District ICTC Supervisor	02 District AIDS Prevention and Control Unit, Pune	Post Graduate degree / diploma in Psychology / Social work /Sociology / Anthropology / Human Development Experience : Minimum 3 Years experience (after PG degree / Diploma) as Counselor in ICTC/ PPTCT/STI/ART Centre run under the National AIDS Control Programme. Other Expertise Required : 1) Working Knowledge of Computers 2) Willingness to travel to Peripheral Levels in a district. 3) Valid driving license.	Rs. 16,200/-

3	District Assistant M & E	01 District AIDS Prevention and Control Unit, Pune	Graduate with Computer Knowledge Experience : Minimum 2 Years of Experience in Handling data, Candidates should be proficient to read and write in English and in local Language. Preference to be given to a candidate with experience of Nation AIDS Control Programme.	Rs. 12,700/-
4	District Assistant Accounts	01 District AIDS Prevention and Control Unit, Pune	Graduate in Commerce with Computer Knowledge Experience : Minimum 2 Years of experience in Accounts. Preference to candidates having certification in any accounting software (Like Tally) Candidates should be Proficient to read and write in English and in local language. Preference to be given to a candidate with Experience of National AIDS Control Programme.	Rs, 12,700/-

The guidelines, eligibility criteria, application forms etc. are as following.

- ❖ **Age:** Upper age limit is 60 years as on date of Advertisement.
Continuation will be applicable up to 62 years for contractual service.
- ❖ **Appointment type:**
The above-mentioned posts are temporary & purely on contract basis. While recruiting the post, initially the appointment will be given for 3 months as probation period and further continuation will be given upon successful completion of probation periods and performance evaluation. The Project Director, MSACS, Mumbai reserves the right for further continuation of the candidate.
- ❖ **Remuneration:**
Allowances like T.A., D.A., and H.R.A. etc. are not admissible except consolidated monthly remuneration.
- ❖ **How to apply:**
 - 1) Interested candidates may apply in prescribed application form with a recent passport size photographs and a set of attested photocopies of testimonials/certificates/ID proof etc.
 - 2) The application is to be submit on A4 size paper only.
 - 3) Applications can be either sent through registered/speed post or can be submitted in person in the office of the “_“**District Civil Hospital, Pune “District AIDS Prevention and Control Unit, (DAPCU) Chest Hospital Building Ground Floor , Near ART Center, Aundh Pune -27.** on all working days between the advertised date and closing date where the candidate(s) wish to apply.

- 4) Last date for submit the application is _____, applications received after this date will not be considered.
- 5) All further correspondence will be done only by email. (Exam. Hall Ticket, Call letters etc.). So, all candidates applying are required to write their personnel email ID and contact number on application correctly and neatly in the application form.
- 6) Candidate should apply separately for each post.
- 7) After scrutinizing, the applications received in due date, short-listed candidates will be called for written examination / interview.

❖ **Other Important Notes:**

- 1) Candidates who have been discontinued based on poor performance and Candidates who are retired from Government Services and against whom disciplinary action is completed OR initiated will not be eligible any above post.
- 2) Project Director, MSACS, Mumbai reserves the right to cancel the recruitment, modify the number of posts, etc.
- 3) Canvassing in any way will lead to disqualification of the concerned candidate.

Sd/-
Civil Surgeon,
District Civil Hospital, Pune

11. Experience Details :-

Sr. No.	Name of the office worked before	Designation	Period	Nature of work

12. Whether doing Private Practice: Yes/No. (If Yes. Please fill the details given below)

Sr. No.	Name of the Hospital/ Dispensary.	Time: From To	Address of the Hospital/Disp nry.	Nature of work

(The above table should be filled by candidates who is practitioner doctor)

13. Any Other Special Qualification :-

Date :

Place :

Candidates Name & Signature