



Govt. of Jharkhand
Jharkhand State AIDS Control Society
Dept. of Health & Family Welfare
4th Floor Directorate Building,GVI Campus,Namkum,Ranchi-834010
Website – www.jsacs.org.in

Adv. No:- 01/JSACS/21-22

Date:- 18.09.21

VACANCY NOTICE

Jharkhand State AIDS Control Society, Dept. of Health & Family Welfare, Govt. of Jharkhand invites application from interested professional/ candidates for the post mentioned below on purely contractual basis -

Sl.	Name of the Positions	Number of Posts	Remuneration Monthly	Type of Post
1.	Joint Director (BTS)	UR-01	Rs.48,500/-	Regular Deputation/ Contractual
2.	Dy, Director (STI)	UR-01	Rs.36,200/-	Regular Deputation/ Contractual
3.	Joint Director (TI)	UR-01	Rs.48,500/-	Contractual / Regular Deputation
4.	Joint Director (IEC)	UR-01	Rs.48,500/-	Contractual / Deputation
5.	Dy. Director (ICTC)	UR-01	Rs.36,200/-	Contractual / Deputation
6.	Assistant Director (Mass Media)	UR-01	Rs.25,000/-	Contractual / Deputation
7.	Assistant Director (Youth Affairs)	UR-01	Rs.25,000/-	Contractual / Deputation
8.	HR Officer	UR-01	Rs.25,000/-	Contractual / Deputation
9.	Procurement Assistant	UR-01	Rs.17,000/-	Contractual / Deputation
10.	Medical Officer ARTC	UR-08	Rs.50,000/-	Contractual/Deputation (each Position for ARTC Gumla Palamu, Deoghar,Dumka,BoKaro, Sahebganj,w.Singhbhum & Koderma

The details regarding Qualification & Experience, Terms of Reference are available on the website of Jharkhand State AIDS Control Society i.e. www.jsacs.org.in.

Note:-

1. The appointment of professionals will be purely on contract basis for a period of one (1) year, which may be extended after the annual review of performance, output and desired impacts. However, the contract may be terminated in the case of unsatisfactory service.
2. Incase of Doctor joins for the positions of Joint Director (BTS) , Dy. Director (STI) & Dy. Director (ICTC)salary will be given for Joint Director (BTS) Rs.70,000/-PM, Dy. Director (STI) Rs.65,000/-PM, Dy. Director (ICTC) Rs. Rs.65,000/-PM .
3. For filling up contractual post, officials of Govt.Department are also eligible to apply against these vacancies but will have to be taken on Foreign service terms. Govt. officials should be encouraged to apply so as to ensure continuity and establiity. Incase of Govt. official joins, one additional increment will be added in the present salary.
4. The successful candidate will have to sign a contractual agreement.
5. The contract shall not confer any rights or claim of extension/ absorption in the department. The candidate will have to produce an affidavit in the case.
6. These are all posts for state level.
7. The remuneration will be paid as per NACO norms/ order/ guidelines.
8. Request for transfer will not be entertained and subsequently contract may be terminated.

9. Candidature of the applicant is liable to be cancelled if any discrepancy is found in the documents submitted at any stage and legal action will be taken for the same.
10. No TA/DA will be admissible to appear for Written Exam/ Interview or both.
11. The maximum age limit for apply will be 62 years except S.no 7 (Assistant Director-Youth Affairs)
12. The maximum age for Asst. Director(Youth Affairs) is 30 years as mentioned in the eligibility criteria and Terms of Reference provided by NACO under NACP-IV.
13. The selection of the candidate will be completely on the basis of Requisite Qualification, Requisite Experience and on the basis of merit list prepared after Written Exam/ Interview or both.
14. The Project Director, Jharkhand State AIDS Control Society, Ranchi reserves the right to cancel/ postpone the recruitment wholly or partially if so required. No claim will be admissible in case of such cancellation/ postponement.
15. The application form made available by offline/postal/hand/any other mode shall not be entertained and summarisely rejected.
16. **A non-refundable application fee for all Category is Rs.1,000/-(One Thousand rupees only) through online payment Gateway.**
17. **Disabled candidates (with at least 40% disability) are exempted from examination fees.**
18. Candidates wish to apply for more than one post will have to submit separate application along with application fee.
19. All disputes will subject to jurisdiction of Hon'ble High Court, Jharkhand.
20. Last date of receiving the online application is **04.10.2021 till 05.00 pm.**
21. The Decision of the Society in any matter relating to the recruitment at any stage of the recruitment process will be final and binding upon the candidates. No correspondence or personal queries in this regard shall be entertained.
22. Date of written Test/Interview will be entimated through email after screening of applications. Candidates are requested to mention their Email id in the application. All correspondence will be done through email only.

How to Apply

1. Candidate will find the whole advertisement at bottam left side as ***Latest Recruitment*** of the <http://recruitment.jharkhand.gov.in>.
2. Candidate has to register herself/himself on recruitment portal using ***Register*** tab on the Home page of <http://recruitment.jharkhand.gov.in> .For which the whole process flow has been attached as **Annexure-I**
3. After successful online payment candidate will get payment receipt and his/her application process will be completed. Candidate should keep safely his/her Application Req.ID and password.
4. For any difficulty send e-mail on Jharkhand.recruitment@rediffmail.com at least day before closure of application deadline i.e. 04.10.2021 till 05:00PM.

**Sd/-
Project Director**

Govt. of Jharkhand

Jharkhand State AIDS Control Society

Dept. of Health & Family Welfare

4th Floor Directorate Building,GVI Campus,Namkum,Ranchi-834010

Website – www.jsacs.org.in

Post Applied for :

1. Full Name (In Block Letters) :
2. Father's Name :
3. Date of Birth:
4. Correspondence Address (With PIN code) :

Affix recent
passport size
colour photograph
with signature
covering the
application and
photo

5. Permanent Address (With PIN code) :

6. Mobile No :

7. Email ID :

8. Category (ST/SC/BCI/BCII/GEN/Others) :

9. Gender (Male/Female) :

10. Are you Physically Handicapped :

11. Marital Status (Married/Unmarried) :

12. Nationality :

13. Language Known :

14. Aadhar No :

15. Bank Demand Draft Detail :

16. Educational Qualification :

Examination Passed	Name of the Institute/ University	Subject Studied	Month & Year of Passing	% of aggregate mark

17. Professional Qualification:

Examination Passed	Name of the Institute/ University	Subject Studied	Month & Year of Passing	% of aggregate mark

18. Particulars of Experience:

Name of the Department /Organization served	Designation	Period of Service		Experience		Exact Job Responsibilities
		From	To	Years	Months	
Total Experience						

19. Self Scoring of the candidate(follow the Note:1 to Note:3) mentioned in annexure-1

	Educational Qualification		Additional Qualification	Experience
	Graduation	Post Graduation		
Weightage	10	10	5	5

NOTE:- Enclose Self Attested Copies of:

- a) Proof of Age(Matriculation Certificate)
- b) Educational & Professional Qualifications Certificates.
- c) Experience Certificates
- d) Other Certificates

DECLARATION

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the events of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requisite, my application may be summarily rejected. I am physically sound to discharge the duty to be assigned & undertake to abide by all the terms & conditions of the recruitment as decided by the competent authority.

Place:

Date:.....

Signature of the Candidate

THE DETAILS OF DESIRED QUALIFICATION EXPERIENCE **& TERMS OF REFERENCE**

1. Joint Director (BTS)

Qualification & Experience	Terms of Reference
<p>MBBS with 5 years of experience in blood transfusion services/ public health. In case of candidates with Post graduate degree in Transfusion Medicine/ Pathology/ Microbiology/ Public Health experience may be relaxed to 3 years Good computer skills. Proficiency in data management.</p>	<ol style="list-style-type: none"> 1. Management and administrative facilitation of the Blood Transfusion Services programme in the state as per operational and technical guidelines of DAC/NBTC 2. Responsible for physical, financial and facility target achievement in the programme as per approved annual action plan and monitoring of physical and financial achievements for blood collection, voluntary blood donation, component separation and sero prevalence of TTI 3. Prepare annual action plan for Blood Transfusion services in the state (in coordination with State Blood Transfusion Council and State RCH officers) 4. Work closely with SBTC to ensure proper functioning of the Regional Blood Transfusion Centres to create blood access through networking and linkages with blood banks and blood storage centres of the region 5. Fixing specific targets of voluntary blood collection for each DAC supported Blood Bank and monitoring achievement by involving District Collectors, IRCS, NGOs, CBOs, Voluntary Organisations 6. Ensure and monitor delivery of quality blood transfusion services through DAC supported Blood Banks and ensure adherence to guidelines 7. Liaise with State Drug Authority for licensing of Blood banks and renewal of license 8. Work closely with State RCH officer to facilitate set up of Blood Storage Centres in First Referral Units 9. Visit 25% of all blood banks every quarter and submit report of the same to Project Director for which the incumbent shall tour for at least 8 working days in each month 10. Responsible for appointment and capacity building of counsellors, and laboratory technicians in the DAC supported Blood Banks 11. Extension of support to the DAC supported Blood Banks as per approved pattern of assistance in Annual Action Plan 12. Procure commodities for DAC supported Blood Banks as per approved pattern of assistance 13. Facilitate capacity building training of service providers and monitor the quality of training thereof 14. Streamline and strengthen SIMS reporting from DAC supported Blood Banks 15. Conduction of periodic review of the programme at state level to improve service delivery 16. Maintain supply chain and logistics of commodities supplied under the programme through DAC to the DAC supported Blood Banks 17. Establish and maintain referral linkages between Blood Banks to ICTC/ DSRC/ OPD for referral of seropositive donors 18. Submit periodic reports on Blood safety activities to DAC 19. Take up any other work as assigned by the Project Director from time to time

2. Dy. Director (STI)

Qualification & Experience	Terms of Reference
<p>M.B.B.S. with 3 years public health experience with In case of candidates with Post graduate diploma in Preventive and Social Medicine or Community Medicine or Skin and VD/ STD/ Dermatology Venereology Leprology or MBA in Health Management or Master in Public Health or Master in Health Administration, exp. may be relaxed to 2 years. Work experience must be in health programmes, HIV/AIDS or others including experience in field based implementation Good computer skills. Proficiency in data management.</p>	<ol style="list-style-type: none"> 1. Work closely with the STI focal person in SACS (JD/DD) for management and administrative facilitation of the STI programme in the state with specific emphasis on the private sector and TI NGO as per operational and technical guidelines of NACO 2. Responsible for physical, financial and facility target achievement in the programme as per approved annual action plan 3. Coordinate closely with the STI and TI focal person in SACS for providing onsite mentoring and supportive supervision of TI STI service providers for HRG and ensure quality of STI/RTI services through TI NGO supported STI/RTI clinics 4. Foster partnership with and ensure and monitor delivery of quality STI/RTI services through organized public sectors like Railways, ESI, Armed forces, PSU, and the organized and unorganized private sectors through the professional associations 5. Visit 25% of all STI clinics every quarter and submit report of the same to Project Director for which the incumbent shall tour for at least 12 working days in each month 6. Hold regular coordination meetings with JD (TI), TI NGOs and TI programme officers in the state 7. Hold regular coordination meetings with the representatives of organized public and private sectors 8. Facilitate capacity building training of service providers and monitor the quality of training thereof 9. Streamline and strengthen CMIS reporting from TI clinics and private sector 10. Participate in periodic review of the programme at state level to improve service delivery through public sector and private sectors 11. Maintain logistics of colour coded drug kits and RPR test kits being supplied through NACO for the TI Clinics 12. Establish and maintain referral linkages between STI/ RTI services to ICTC/ HIV-TB/ ART and Regional STI centres

3. Joint Director (TI)

Qualification & Experience	Terms of Reference
<p>Post graduate degree in Social Science (Sociology/ Anthropology/ Psychology/ Social Work/ Public Admin) from a recognized university with 8 years' experience in Social development sector including 4 years working experience in HIV/AIDS sector at State level</p>	<ol style="list-style-type: none"> 1. Promote the involvement of NGOs/CBOs in targeted intervention / HIV / AIDS intervention programme 2. Plan and ensure the saturation of coverage of 'core target and Bridge population" through scaling up of TIs 3. Conduct regular field visits to Monitor the progress of the TI projects and facilitate the technical inputs to the NGO/ CBO partners from time to time. 4. Identify the training needs of each TI and facilitate programme in collaboration with TSU 5. Maintain regular liaison with all stakeholders (government, civil society/ NGO and donors) 6. Monitor progress of TI as per financial and physical indicators 7. Conduct quarterly meetings with TI NGOs at state or regional level.

4. Joint Director (IEC)

Qualification & Experience	Terms of Reference
<p>PG Degree from a recognized university/institute. Or MBA Min 8 yrs. Exp. in the field of developmental/health communication including planning and implementation in of IEC campaign B. Desirable: PG Degree/ PG Diploma in Mass Communication Exp. in the field of advertising Experience in preparation of Audio Visual Aids and display material in a responsible position, Knowledge of AV Media & proficiency in handling audio-visual aids for training purposes. Knowledge of modern training techniques. Working knowledge of local language Experience in handling Outdoor/mid-media activities/event management etc. for Assam, Manipur, Nagaland and Mizoram, J&K, Arunachal Pradesh, Meghalaya, Goa, Tripura, Sikkim, Pondicherry, Chandigarh, Daman & Diu, Dadra & Nagar Haveli, Lakshadweep and Andaman & Nicobar)experience to be relaxed to 5yrs</p>	<p>1. Draw up an Annual Action Plan as per IEC and Mainstreaming strategy under NACP IV and ensure its implementation 2. Ensure development of IEC materials and its dissemination through different media channels 3. Coordinate with different stakeholders for implementation of IEC plan 4. Liaison with NRHM for possible convergence in dissemination of messages 5. Ensure availability of IEC Materials at different service centres 6. Sensitize and engage media and health journalists on issues pertaining to HIV/AIDS. 7. Advocacy of different stakeholders such as political leaders, Panchayats and other key influencers. 8. Undertake supervisory visits in the field and ensure monitoring and evaluation of IEC/Mainstreaming programmes 9. Draw up a training calendar and its implementation 10. Compile and submit a monthly assessment report to DAC on IEC plans and programme implementation in the state 11. Reporting in SIMS</p>

5. Dy. Director (ICTC)

Qualification & Experience	Terms of Reference
<p>MBBS with PG Degree/Diploma in Community Medicine/ PSM/ Community Health Administration or equivalent in public health fields with minimum 2 years' experience after MBBS including PG Degree/ Diploma duration OR MBBS with 5 years' experience, preferably in public health care systems OR M.Phil. (desirable PhD) degree in Psychology/ Social Work/ Sociology/ Clinical Psychology/ Medical Microbiology with minimum 3 years' experience after M.Phil. or 2 years' experience after PhD</p>	<p>1 Monitor and supervise the implementation of ICTC/PPTCT/HIV-TB programme in the state. 2. Plan and supervise the implementation of scale up plan for ICTC services to the level of CHCs, 24 hrs. PHCs and Private Sector Health Institutions. 3. Make regular field visits to ICTCs in the state, especially to poorly performing centres. 4. Organize quarterly review meetings of District Supervisors and all Counsellors of ICTCs. 5. Liaise with senior officials of the National Rural Health Mission (NRHM) and regularly conduct coordination meetings. 6. Liaise with the State TB officer and conduct meetings of the State HIV-TB coordination committee every quarter. 7. Organize steering committee meetings every quarter for Global Fund projects. 8. Organize quarterly review meetings of Project Coordinators and Outreach Workers of all NGOs doing outreach work for PPTCT/ HIV-TB. 9. Supervise the selection and training of counsellors and LTs for ICTCs. 10. Supervise the selection and training and posting of district coordinators for ICTCs in A and B category districts. 11. Monitor the quality of training/capacity building being imparted in institutions of excellence identified by NACO for training of counsellors and LTs from the state. 12. Prepare the state annual physical and financial plan for ICTCs 13. Make annual forecast of rapid test kits and consumables and prophylactic Nevirapine required for ICTCs 14. Assist the Project Director in preparing replies to Legislature/Parliament Questions, reports to various Departments of the State Government including the Health and Family Welfare Department on issues pertaining to ICTC/PPTCT/HIV-TB. 15. Supervise the work of the Assistant Director (ICTC) and other members of the ICTC team such as PPTCT M & E Officer, HIV-TB Consultant, and NGO Coordinator.</p>

6. Assistant Director (Mass Media)

Qualification & Experience	Terms of Reference
Post graduate degree in Advertising/Mass Communication/ MBA Minimum 3 years experience in the field creative development of audio-visual materials (radio, TV, film) and their production A good understanding of different media channels of mass media, mid/outdoor media/ interpersonal communication Excellent written and oral communication skills in Hindi and English Desirable Prior experience in developing/managing HIV and/or social/health campaigns Skills of Photoshop, PageMaker, Coral draw and other print material designing format	1 Based on requirements of different programme divisions identify and develop campaign objectives and messages 2 Based on an understanding of previous efforts, determine need gaps and propose mass media interventions on relevant themes 3 Design creative briefs for creative agency for 360 degree communication campaigns 4 Supervise the development of scripts, pre-testing, revisions and their approvals 5 Oversee the pre – production and execution of mass media content (casting, locations, shooting, editing etc.) for television as well as print and radio. 6 Guide the development of the media plan for campaign dissemination 7 Oversee all aspects of translation, dubbing and duplication of mass media content at SACS 8 Participate in the design of reach and recall /impact assessment studies of rolled out mass media campaigns

7. Assistant Director (Youth Affairs)

Qualification & Experience	Terms of Reference
Master's degree in sociology/ social work/ humanities from a recognized institution Desirable: Member of NSS for 3 Years/ C certificate holder of NCC. Maximum Age 30 years.	1. Create a youth profile in the context of HIV, keeping in mind their vulnerability factors 2. Design interventions for creating awareness for behaviour change and enhancing access to services 3. Implement specific district-based programmes for vulnerable youth at the community level 4. Mobilize support of multiple stakeholders like key Government Ministries/ Departments, Corporate sector and Civil society organizations and establish systems that will sustain initiatives being undertaken 5. Coordinate youth programmes being implemented by donors, other Government Departments etc. 6. Monitor programme activity and achieve indicators laid down 7. Provide technical inputs in preparation of the HIV related IEC for the Youth 8. Facilitate the formation of Red ribbon clubs in the State 9. Undertake field trips at district/ village level to monitor the implementation and identify the gaps/needs. 10. Provide support to national initiatives on Youth 11. Facilitate in the implementation of the Link Worker Scheme in the districts 12. Coordinate with various State Youth agencies (Government and Non-government) to conduct HIV awareness among the youth.

8. HR Officer

Qualification & Experience	Terms of Reference
Masters/ Bachelor's Degree in any discipline; At least 3 years professional work experience preferably in managing HR tasks; Knowledge and experience in using appropriate software and other computerized Microsoft office Ability to organize and prioritize workloads, meet deadline and targets	HR Officer shall work under the direct supervision of the PD/APD and carry out following responsibilities: 1. Coordinate staff recruitment and selection process in order to ensure timely filling of all posts; 2. Ensure performance assessment and annual raise is administered as per DAC guidelines; 3. Maintain data of all staff working at SACS and facility levels specifically related to nature of appointment, joining and leaving, skill set, annual increment, etc.; 4. Implement human resources policies and procedures; 5. Create a conducive environment where staff is able to deliver effectively; 6. Provide regular progress report to the reporting officer and to DAC ; and 7. Carry out any other works as required by the project.

9. Procurement Assistant (Procurement & Store)

Qualification & Experience	Terms of Reference
B. Com with 5 years experience preferably in skills procurement with Computer	Allocating the drugs to ART Centres as per requirement in line with the drug supplies

Selection Procedure

1. As per NACO letter (A11011/69/2007-NACO (A) dated 12.12.2007) the existing incumbents can also apply and a weightage has also been provided. Due weightage may be given to those who have been working in SACS for a minimum period of 3yrs in terms of experience.
2. Incase of candiadtes applying on deputation for contractual position and joins, one additional increment will be added in the present salary.
3. Written test and interview for all positions accept procurement – 70% weitage for written test and remening 30% for interview. Written test and educational qualification marks will be consider as given below –
 - a. The candidates who will be shortlisted for the interview their overall score will be considered with the score he/she will secure from the interview, Educational Qualification, written test and relevant experience.
 - b. The score will be assigned to the candidate based on the requisite educational qualification, additional educational qualification and relevant experience and interview marks and the pattern of score distribution will be 70:30 (30% will be secured for interview and rest 70% will be secured for educational qualification(25%), written test(30%) and relevant experience(10%);
 - c. The weightage pattern for the educational qualification & Experience -

Indicator	Graduation	Post Graduate	Additional Qualification	Experience	SACS Employee Experience
Weightage	10(Marks)	10(Marks)	5(Marks)	5(Marks)	10(Marks)
			Computer Skills, Proficiency in data management/DCA & other relevant qualification	Relevant experience 5 Marks	Relevant supporting document

Note-1: Marks will be allocated based on the total marks secure in the examination- e.g- if the individual secure 67% marks in the graduation then weightage will be- 6.7

Note- 2: Additional marks will be given based on the relevant qualification and the certificate must be produced. Against the relevant qualification 5 Marks will be given.

Note-3: Experience- Beyond qualifying years marking pattern will be – Qualify-0; Qualifying Experience + per every year-1 mark; e.g-

Qualifying experience + 1 year- 1; Qualifying experience+ 2 years-2; Qualifying experience + 5 years- 5; Qualifying experience + 7 years- 5; Maximum marks will be 5

Note-4: The employee working with SACS for 3 years will be considered for SACS Employee Experience; e.g.- Completion of 3 years-2; up to 5 years-5; up to 7 years-10; Maximum marks will be 10.

4. The Merit list will be prepared based on the Marks obtained in the different segments of the selection procedure and the following structure will be followed to prepare the final list of the candidate-

SI No	Name of the Candidate	Educational Qualification		Additional Qualification	Expearence	SACS Employee Experience	Written Test	Intervi ew
		Graduation	Post Graduation					
Weightage	-	10	10	5	5	10	30	30

Note: The syllabus of the written test will be include the General Current Affairs pertaining to State/National/ International affairs,There may be questions from the relevant field in which candidate has applied for.

