



Government of Jammu & Kashmir
J&K State AIDS Prevention & Control Society,
Department of Health & Medical Education

48-Samander Bagh
Exchange Road Srinagar
0194-2486409
Website: www.jksacs.org
Mail: jksacs@gmail.com

Employment Notification No.01 of 2018

Dated: 16-10-2018

Applications on prescribed Performa are invited from the permanent residents of J&K State for the following posts in J&K State AIDS Prevention and Control Society. All engagements will be purely on contractual basis for a period of one year on a consolidated salary mentioned against each post.

S.No.	Name of the Post	No. of Post	Consolidated Salary	Eligibility Criteria
DIVISIONAL CADRE POST:				
1.	Administrative Officer (J&K)	01	Rs. 25,000/- PM	<ul style="list-style-type: none">➤ Masters/Bachelors Degree in any discipline;➤ At least 3 years professional work experience in providing administrative support;➤ Knowledge of effective government procedures and practices will be an added advantage;➤ Knowledge and experience in using appropriate software and other computerized Microsoft Office; and➤ Ability to organize and prioritize workloads, meet deadline and targets.
2.	Technical Officer (for Srinagar)	01	Rs. 25,000/- PM	<ul style="list-style-type: none">➤ M.Sc in Microbiology/Bio-Technology/Life Science OR➤ Medical Graduate with two years laboratory experience➤ Candidates should have minimum of two years experience in medical biological/immunological/laboratory techniques➤ Candidates with experience in research will be preferred.➤ Diploma in computer is essential.
	Computer Literate Steno (State Cadre Post)	02	Rs. 17,000/- PM	<ul style="list-style-type: none">➤ Graduate in any discipline with ability to manage assigned task of the division.➤ Basic knowledge of computer is essential.
3.	Counsellor for Jammu, Samba, Poonch Ramban, Doda, Srinagar, Bandipora, Kishtwar, & Noobra.	11	Rs. 13,000/- PM	<ul style="list-style-type: none">➤ Post Graduate degree/diploma in Psychology, Social Work, Sociology, Anthropology, Human Development, Nursing with minimum one years experience after PG degree/diploma, of working in field of counseling in health sector; preferably in HIV/AIDS/STI/RTI.➤ Graduate in Psychology/Social Work /Sociology /Anthropology /Human /Development/Nursing with minimum 3 year

				<p>experience after graduation, of working in field of counseling in health sector; preferably in HIV/AIDS.</p> <ul style="list-style-type: none"> ➤ In case of those recruited from the community of people infected with or affected by HIV/AIDS, the experience will be relaxed to a minimum of one year of experience in the field of HIV/AIDS. ➤ Diploma in computer is essential.
4.	Laboratory Technicians for Jammu, Srinagar, Bandipora, Uri, Handwara, Budgam Noobra and Leh.	09	Rs. 13,000/- PM	<ul style="list-style-type: none"> ➤ Graduate in Medical Lab Technology (B.Sc) with minimum one year experience after graduation OR ➤ Diploma in Medical Laboratory Technology with two years experience after diploma. ➤ 2 years practical experience in HIV Testing. ➤ Diploma in computer will be preferred.
	Counsellor (ART GMC, Jammu)	01	Rs. 13,000/- PM	<ul style="list-style-type: none"> ➤ Masters degree in social work (preferably specialized in Medical & Psychiatric Social work/Psychology) OR Candidate with degree in Sociology may be considered OR A qualified graduate nurse can be appointed as counselor. ➤ Qualified and competent PLHIV will be given preference.

The other Terms & Conditions for contractual engagement are mentioned below:

1. The appointment is purely temporary for the period of one year on contract basis or till life of project whichever is earlier. However, in case of unsatisfactory performance, the contractual appointment can be terminated without any prior notice by the Society.
2. The candidate would have no claim for permanent absorption in the Society.
3. Preference will be given to the candidates hailing from the same district.
4. The selected candidates will have to work under the overall supervision of Project Director, JKSACS.
5. The age of fresh applicants applying for any of the post should be 18-60 years.
6. All the diploma/ certificate courses of Lab Technicians should be duly recognized/ approved by J&K State Medical Faculty, H&ME Deptt. J&K.
7. The selected candidates may be required to go for trainings/workshops within or outside the state.

The interested candidates are requested to send their applications on the prescribed Performa only, which can be had from the office of undersigned or can be downloaded from the official website of JKSACS (www.jksacs.org), along with the relevant documents (self attested true copies of Degree/Diploma Certificate, DOB Certificate, State Subject, Experience certificate etc) to the office of Project Director, J&K State AIDS Prevention and Control Society, 48-Samander Bagh, Exchange Road, Lal Chowk, Srinagar (For candidates belonging to Kashmir Division) & 1st Floor, SEERAT Complex, Sector 14, Near 5-A, Trikuta Nagar, Jammu (For candidates belonging to Jammu Division) within fifteen days after the publication of this advertisement in the Newspaper.

Sd/-
Project Director

FORM OF APPLICATION FOR APPOINTMENT IN J&K STATE AIDS PREVENTION AND CONTROL SOCIETY

1. i. Advertisement Notice No. with date _____
 ii. Name of Post _____
 iii. S. No. _____

2. Full name of the Candidate (in Block letters)

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3. Father's Name

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4. Permanent address: Village/Street/ Mohalla _____

Tehsil: _____ Distt. _____ PIN _____

5. Present postal address: _____

6. Date of Birth as per Matriculation Certificate

Day	

Month	

Year			

7. Details of Educational Qualifications:-

Examination Passed	Examining Body	Subject offered	Marks obtained	Percentage of Marks	Sr. No. of the Certificate

8. Experience (if any), attach additional Sheet, if required.

S. No.	Position held & responsibility	Period	Department /Organization

9. Detailed particulars of documents attached

i. Two self – addressed envelopes of size 5' x 10' stamped for Rs 5/-.

ii. Particulars of other testimonials attached:

a) _____	(b) _____
(c) _____	(d) _____
(e) _____	(f) _____
(g) _____	(h) _____

10. I hereby declare that

i). The statements in the application are true to the best of my knowledge and belief.

ii). I have never been arrested/ prosecuted or involved in any criminal case registered by the Police or convicted by a criminal court.

iii). I understand that any will full mis-representation of facts and concealments of information shall result in the cancellation of my candidature and may also debar me either permanently or for a specified period from applying for future selection.

iv). I shall accept the selection made by the J&K State AIDS Prevention and Control Society which will be binding on me.

Signature of the Candidate

Phone / Mobile No. _____