

**OFFICE OF THE PROJECT DIRECTOR
ASSAM STATE AIDS CONTROL SOCIETY
KHANAPARA, GUWAHATI – 22**

Tele FAX: +91-361-2360524, Email: <https://assamsacs@gmail.com> Website: <https://asacs.assam.gov.in>

No. ASACS/NACP-V/Estt/DISHA/2022/1348/ 80/

Dated Guwahati the 11/04/2023

ADVERTISEMENT

Applications are hereby invited for filling up the following vacant post to be appointed at District Integrated Strategy for HIV/AIDS (DISHA) Clusters Cachar (covering the districts of Cachar, Karimganj and Hailakandi) and Sonitpur (covering the districts of Sonitpur, Nagaon and Hojai) under Assam State AIDS Control Society, Khanapara, Guwahati – 781022 on contract basis initially for a period up to 31st March, 2024 which may be extended based on the performance appraisal and co-terminus with the project.

Sl. No	Name of Post	No. of Post	Salary per month (Rs)	Qualification / Experience / Age
1.	Data Monitoring and Documentation Officer (DMDO)	2 (1 each for DISHA Cachar and Sonitpur)	37,500/-	Essential Qualification <ul style="list-style-type: none">• Master's Degree in Public Health / Healthcare Management / Healthcare Administration / Social Science/Applied Epidemiology /Demography /Statistics/Bio Statistics /Population Sciences /Mathematics /Economics. Experience <ul style="list-style-type: none">• One year experience for candidates with a Master's Degree in Public Health / Healthcare Management /Healthcare Administration/ Applied Epidemiology.• Three years experience in Public Health for Master's Degree in Social Science /Demography/Statistics/Bio Statistics / Population Sciences/ Mathematics /Economics with minimum of one year of experience in HIV/AIDS sector. Age <ul style="list-style-type: none">• Maximum 45 years of age as on closing date of receipt of the application. Desirable <ul style="list-style-type: none">• The suitable candidate should be familiar with the organization and functions of the state and local public health systems/State AIDS Control Societies.• Excellent written and verbal communication skills in local languages and English (Speaking, Reading, and Writing) and the ability to work well in an interdisciplinary team.

				<ul style="list-style-type: none"> • Strong analytical, advocacy and negotiation skills. • Willingness to travel extensively. <p>Other expertise includes:</p> <ul style="list-style-type: none"> • Programme Management Skills • Good knowledge of computers
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- Candidates are instructed to submit application through the link <https://forms.gle/92i81tszMMukfACK7> or by scanning the QR Code below and send the received copy of the application form to the email Id recruitment.asacs@gmail.com mentioning “Application for the post of.....” in the subject line. For scanning, please use Google lens or QR Code Scanner.



- The last date for receiving application is 26/04/2023.
- Only shortlisted candidates will be called for the written test and/or viva voce interview. The list of the shortlisted candidates will be published in the Assam State AIDS Control Society’s web site at asacs.assam.gov.in before 10 days of the date of written test and interview. No separate call letters will be issued to the candidates.
- Incomplete/defective/invalid application will be summarily rejected.
- The candidates are required to produce all original testimonials i.e., Age proof Certificate, Educational Qualification and Experience Certificate and Mark Sheets, Computer Proficiency Certificate at the time of viva voce interview for document verification. A set of self-attested photocopies of the application form and other testimonials are also to be submitted to the interview board on the date of appearing in the written test/interview.
- No TA/DA will be admissible for appearing in the written test/interview/skill test.
- Applications received either by post or by hand will not be accepted.
- The date and venue of the written test and viva voce interview will be notified later through local newspapers and Assam State AIDS Control Society web site asacs.assam.gov.in
- The undersigned reserves the right to reject any or all applications without assigning any reason thereof.

Project Director
Assam State AIDS Control Society
Khanapara, Guwahati-22