



MUMBAI DISTRICTS AIDS CONTROL SOCIETY

Established by
MUNICIPAL CORPORATION OF GREATER MUMBAI

Regd. No. 891/98



MDACS / 55 / ESTT

Date : 05/04/2023

Recruitment Notice for filling up following post on contract basis

For Mumbai Districts AIDS Control Society, Mumbai

(Website : www.mdacs.org.in)

Mumbai Districts AIDS Control Society, Wadala, Mumbai (MDACS) invites application from eligible candidates for the post of Joint Director (Prevention), Asst. Director (Prevention), Asst. Director (PPTCT), Asst. Director (Youth Affairs) & Finance Assistant on the contract basis :-

Sr. No.	Post	Qualification and Experience	Remuneration in Rs.
1	Asst. Director (Prevention)	<p>Essential Qualification : Master/ Post Graduate, Diploma in Social Sciences/ / Public Health / Health Care Administration and similar streams from a Recognized University. MS-CIT Certificate</p> <p>Essential Experience : Work experience 3 years in the Development sector, Health Programmes or Health systems in the field of HIV/AIDS at State/National level with experience of engagement with Community and civil society organizations. (• For Masters/ PG diploma: Minimum 3 years post PG • For Medical Graduate minimum of 1 yrs. Post qualification)</p> <p>Desirable : Preference will be given to the candidate working in the field of HIV/ AIDS</p>	Rs. 35,000/-
2	Asst. Director (PPTCT)	<p>Essential Qualification : PG degree in Psychology / Social Work / Sociology /Clinical Psychology or M Sc in Microbiology / Medical Microbiology. MS-CIT Certificate</p> <p>Essential Experience : Minimum 2 year experience in relevant field after PG Degree.</p>	Rs. 35,000/-
3	Asst. Director (Lab Services)	<p>Essential Qualification: B.Sc. (Microbiology/Biochemistry/ Life Sciences/ Medical Lab Technology) MSCIT Certificate</p> <p>Desirable Qualification: M.Sc (Microbiology/ Biochemistry/ Life Sciences/ Medical Lab Technology) or B.Tech (Biotechnology)</p>	Rs. 35,000/-

		<p>Essential Experience : 3 years of experience of working in medical diagnostic laboratory if B.Sc. (in the above subjects)</p> <p style="text-align: center;">OR</p> <p>2 years of experience if M.Sc./ B. Tech (in the above subjects) Candidates with experience of working in accredited labs or those labs who have applied for accreditation will be preferred.</p>	
4	Asst. Director (Youth Affairs)	<p>Essential Qualification : Post graduate degree in Social Sciences/ Humanities or any other related field. MSCIT Certificate</p> <p>Desirable : Sound knowledge of handling virtual meeting platforms, video conferencing, social media platforms and computer skills.</p> <p>Essential Experience : Member of NSS for 3 Years/C certificate holder of NCC. relevant professional work experience in programme implementation (preferably in adolescent and youth engagement), monitoring and evaluation. Good knowledge of adolescent and youth engagement, human rights and gender. Experience of working with youth network or NGO, preferably in the field of youth participation. Maximum Age 30 years.</p>	Rs. 35,000/-
5	Finance Assistant	<p>Essential Qualification :</p> <ul style="list-style-type: none"> • Graduate preferably in Finance & Account/B.Com • MS-CIT Certificate • Marathi Typing Speed - 30 WPM • English Tying Speed – 40 WPM <p>Essential Experience : 3-5 yrs. post qualification experience or experience in state accounts cadre/organized accounts Govt. of India. Working knowledge of computer including experience of working in accounting software and MS Office package - essential.</p>	Rs. 23,800/-
6	Divisional Assistant	<p>Essential Qualification :</p> <ul style="list-style-type: none"> • Graduate degree in any discipline with ability to manage assigned task of the division. • MS-CIT Certificate • Marathi Typing Speed - 30 WPM • English Tying Speed – 40 WPM <p>Essential Experience : Basic knowledge of computer essential. Preference will be given to the candidates from community (KP or PLHIV) who fit the eligibility criteria – to be included in the main letter applicable to all positions.</p>	Rs. 23,800/-



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➤ **Venue :**

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ACWORTH COMPLEX, R. A. KIDWAI MARG,
WADALA (WEST), MUMBAI-400 031.

➤ **Appointment Type :-**

The above-mentioned posts are temporary & purely on contract basis. While recruiting the post, initially the appointment will be given upto 31st March, 2024 as a probation period and further continuation beyond 31st March, 2024 will depend solely on performance. The Project Director, MDACS reserves the right for further continuation of the candidate.

➤ **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 submitted on A4 size paper only.
- 3) Applications can be sent either through registered / speed post or personally in the office of the "Project Director, Mumbai Districts AIDS Control Society, Acworth Complex, R.A. Kidwai Marg, Near SIWS College, Wadala (West), Mumbai – 400 031" on all working days between 10.30 am to 5.30 pm from the advertised date to closing date.
- 4) Last date of submit the application is 12/04/2023, application received after this date will not be considered.
- 5) After scrutinizing the applications received in due date, short-listed candidates will be called for written examination and Interview.

Other Important Notes :-

- 1) Candidates who have been discontinued based on poor performance and against whom disciplinary action is completed OR initiated; similarly who have left from AIDS Control Society will not be eligible for the above post.
- 2) Project Director, MDACS reserve 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.

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12/04/23
05/04/2023

**Addl. Project Director,
Mumbai Districts AIDS Control Society**