



# MUMBAI DISTRICTS AIDS CONTROL SOCIETY

Established by  
BRIHANMUMBAI MUNICIPAL CORPORATION

Regd. No. 891/98



MDACS /2328 / ESTT

Date : 18/ 08/2025

## **Recruitment Notice for filling up following post on contract basis**

For Mumbai Districts AIDS Control Society, Mumbai

(Website : [www.mdacs.org.in](http://www.mdacs.org.in))

Mumbai Districts AIDS Control Society, Wadala, Mumbai (MDACS) invites application from eligible candidates for the post of Divisional Assistant on the contract basis:-

Sr. No.	Post	Qualification and Experience	Remuneration in Rs.
1	Divisional Assistant	<b>Essential Qualification :</b> <ul style="list-style-type: none"><li>Graduate degree in any discipline with ability to manage assigned task of the division.</li><li>MS-CIT Certificate</li><li>Marathi Typing Speed - 30 WPM</li><li>English Typing Speed – 40 WPM</li></ul> <b>Essential Experience :</b> <p>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/-

➤ **Venue :**

**MUMBAI DISTRICTS AIDS CONTROL SOCIETY**

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 31<sup>st</sup> March, 2026 as a probation period and further continuation beyond 31<sup>st</sup> March, 2026 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. Application through email or private courier company will not be considered.

Acworth Complex, R. A. Kidwai Marg, Wadala (West), Mumbai – 400 031.  
Tel No. 24100246/47 Telefax: 24100250 Email: [mumbaimacs@gmail.com](mailto:mumbaimacs@gmail.com)



**Life is precious ... .. Stop HIV/AIDS**  
**Keep the Promise**



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- 4) Last date of submit the application is 25/08/2025, application received after this date will not be considered.
- 5) After scrutinizing the applications received in due date short-listed candidates will be displayed on MDACS website for Technical Test / 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.
- 4) The List of eligible & non-eligible candidates will be displayed on MDACS web site. MDACS is not liable to contact personally to any candidate for whatsoever reason.
- 5) The condition of age for the above posts are relaxed for the candidates who are working with MDACS with required qualification and experience
- 6) For any query kindly submit your application to MDACS Head office before 25<sup>th</sup> August, 2025 on [ao.mdacs2015@gmail.com](mailto:ao.mdacs2015@gmail.com)

Sd/-

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

