



OFFICE OF THE PROJECT DIRECTOR
STATE AIDS CONTROL SOCIETY
MIZORAM : AIZAWL

C-56, Opposite Presbyterian Church
Ramhlun North, Pin- 796012.

Website: <https://mizoramsacs.org>

ADVERTISEMENT

Dated: the 14th February, 2025.

No. F. 14016/1/2025-MSACS/1: Mizoram State AIDS Control Society (MSACS) invites application alongwith 1 affixed passport size with full bio-data/resume, Mark sheets & Certificates from Class- X onwards (self-attested) for filling up of the posts mentioned below on Contractual basis. Interested persons may submit an application to the office of the Project Director, MSACS (Opp. Presbyterian Church, Ramhlun North) on or before **28th February, 2025** during office hours.

| Sl.No | Name of posts | No. of Post | Place of Posting | Monthly Remuneration |
|-------|----------------------------------|-------------|--------------------------|----------------------|
| 1 | Medical Officer, ART | 1 | Dist. Hospital, Champhai | Rs. 72,000 |
| 2 | Medical Officer, OST | 1 | Lengpui PHC | Rs. 72,000 |
| 3 | Cluster Prevention Officer (CPO) | 3 | Aizawl, Siaha, Champhai | Rs. 45,000 |
| 4 | Admin Officer | 1 | MSACS Office | Rs. 35,000 |
| 5 | Admin Assistant | 1 | MSACS Office | Rs. 23,800 |

Notes:

- Essential qualifications etc. can be seen from MSACS website.
- Common Application Form can be downloaded from MSACS website <https://mizoramsacs.org>
- All applications shall be examined and shortlisted based on their qualification and experience.
- Written examination may be conducted.
- Date, Venue & time of Written examination/ Personal Interview and other information can be seen from MSACS website from time to time.

Sd/-
SANGCHHIN CHINZAH
Chairman, Executive Committee, MSACS
& Secretary to the Govt. of Mizoram
Health & Family Welfare Department

Memo No. F. 14016/1/2025-MSACS/1

Dated: Aizawl, 14th February, 2025.

Copy to:

1. PS to the Hon'ble Minister, Health & Family Welfare Department, Govt. of Mizoram.
2. PS to the Secretary, Health & Family Welfare Department, Govt. of Mizoram.
3. Jt. Director (Fin), MSACS.
4. Jt. Director (BSD), MSACS.
5. Jt. Director (Prevention), MSACS.
6. Asst. Director (Doc & Pub), MSACS to upload in MSACS website.
7. Editor **VANGLAINI** for publication of 2 consecutive days in his Newspaper.

Jane Ralsang Ralte
14/2/25
(DR. JANE RINSANGI RALTE)
Project Director,
State AIDS Control Society
Mizoram: Aizawl



| Position | Essential Qualification | Desirable | Essential Experience | Job responsibilities (All SACS, district and facility level staff will work in accordance to the operational and technical guidelines of NACO issued from time to time focussing on but not limited to the following activities) |
|----------|--|--|---|---|
| MO - ART | MBBS with valid registration from the respective State Medical Council/NMC | Work Experience in the HIV/AIDS Programme in field settings. Those with MD Medicine / Diploma in Medicine will be preferred. | 6 months work experience. Post Graduates from Clinical Discipline will also be considered. Good working knowledge of computer, MS office. | <ul style="list-style-type: none"> <input type="checkbox"/> Medical Responsibilities: <ul style="list-style-type: none"> He/she should conduct the initial evaluation of PLHIV (clinical and lab) and initiate PLHIV on ART He/she should conduct the clinical and lab monitoring of PLHIV initiated on ART (including CD4 count, adherence, viral load testing and other lab investigation) He/she should identify PLHIV with advanced HIV and ensure management of all patients advanced HIV disease at ART centre or must ensure referral and linkages to appropriate facilities e.g. lab, in patient departments etc. He/she should refer difficult/ complicated cases to the nodal officer or other specialist for further expert opinion and interventions including admission and inpatient care, if required. It includes referrals to other departments for treatment of, OIs, STI, etc. He/she should provide OI prophylaxis and preventive treatment as per guidelines Prevention and management of TB coinfection: He/she should perform 4S screening and take decision about TPT initiation or referral for TB diagnosis for all PLHIV attending ART centre. Initiation of ATT, CPT and ART as per technical guidelines He/she must update the prescribed columns in white cards and green books Ascertain eligibility for differentiated care (MMD, LAC, other DSD models) MO should refer "suspected/confirmed treatment failure" cases, "complicated cases" to the SACEP at the COE/ART plus for screening and initiation/modification/switch of ART, if required. The nodal officer of the ART centre must countersign all such referrals Focal point for care of exposed babies and EID for HIV exposed babies found "reactive" with DBS at ICTC and referred to ART centre Update the prescribed columns in white cards and green books. 12. Should actively participate and coordinate all initiatives/activities related to ART (e.g. Telemedicine, Verbal Autopsy, DSDM etc.) implemented by SACS/NACO time to time <input type="checkbox"/> .Any other activity assigned under the Programme <input type="checkbox"/> Administrative Responsibilities: <ul style="list-style-type: none"> In the absence of SMO, the MO is the functional team leader of the ART centre under the overall guidance of the Nodal officer. The MO must supervise the administrative and medical functions of the ART centre on a day- to- day basis He/she should provide leadership to staff to work as a cohesive team and ensure implementation of national operational and technical guidelines He/she should ensure implementation of national operational and technical guidelines at ART Centres MO should also coordinate and monitor the linkages with CSC, other NGO's and networks He/she must co-ordinate and monitor the LAC/DSD models launched in the ART centre and ensure that the standard guidelines are being followed. Responsibilities in respect to Link ART centres/ LAC plus/ linked ART refill (DSD) sites <ul style="list-style-type: none"> • He/she has to mentor and monitor the functioning, recording, and reporting of LAC/LAC plus/ DSD site along with the Nodal officer • He/she must follow up out referral and in- referral of patients and communicate with the Link ART centre • He/she must take decision to link out willing patients to the nearest LAC based on eligibility criteria • He/she must do the clinical review of patients referred back to the nodal ART centre from LACs. <input type="checkbox"/> Monitor the consumption and availability of drugs (ARV, ATT, OI and other drugs), CD4/VL kits, other consumables and alert the concerned authorities in case of impending shortage well in advance so as to enable adequate replenishment without disruption of ART care and support to PLHIV . Ensure that there is adequate drug stock available for multi-month dispensation patients. <input type="checkbox"/> He/she should verify the staff attendance register daily and get it approved by the Nodal Officer at the end of the month before forwarding the attendance to the SACS <input type="checkbox"/> MO must assist the nodal officer in carrying out the annual performance appraisal of the contractual staff based on the PMDS format which should then be approved by the nodal officer <input type="checkbox"/> He/she must attend or ensure appropriate representatives are sent for monthly coordination meetings held at the district level, ART centre-CSC coordination meetings, HIV-TB meeting, DAPCU coordination meeting and any other . The MO must attend review meetings by NACO/ SACS and training programmes conducted for medical officers <input type="checkbox"/> He/she must be aware of all communications sent from NACO/SACS to the ART centre and should update the nodal officer about them on a day to day basis <input type="checkbox"/> He/she must ensure that all records, registers, cards and IT based reporting system IMS software are updated daily and reports are sent to the concerned authorities on time. All reports should be checked by the MO before taking approval from the Nodal Officer for sending them to the concerned authorities. <input type="checkbox"/> Besides all the above, any other duty assigned by ART Centre In-charge/ SACS/NACO pertaining to ART services. |

OST

| Position | Essential Qualification | Desirable | Essential Experience | Job responsibilities (All SACS, district and facility level staff will work in accordance to the operational and technical guidelines of NACO issued from time to time focussing on but not limited to the following activities) |
|------------------------------|---|--|--|--|
| Medical Officer - OST | MBBS with valid registration from the respective State Medical Council/NMC. | 6 months of Junior Residency in any clinical branch. Work Experience in HIV/AIDS Programme in field settings. | Those with MD Psychiatry / Diploma in Psychiatry Medicine (DPM) will be preferred. Good working knowledge of computer, MS office. | <ul style="list-style-type: none"> <input type="checkbox"/> Assess patients of suitability for initiation into opioid substitution therapy programme. Induction into OST for clients that suit the criteria as per guideline. Also ensuring non-eligible clients are referred to appropriate referral services. <input type="checkbox"/> Prescribe dosage for each client and ensuring that the dosage prescribed are adequate and dose modifications are being done in case management. <input type="checkbox"/> Conduct regular follow ups as per protocol/clinical practice guidelines <input type="checkbox"/> Ensure that dispensation is being conducted as per protocol/clinical practice guidelines <input type="checkbox"/> Provide routine health check and basic health-care including appropriate clinical management/referrals for wound/abscess, overdoses and STIs, as per the facilities available at the clinic. <input type="checkbox"/> Ensure documentation is being done as per the clinical practice guideline and standard operating protocols <input type="checkbox"/> Be willing to go to Satellite OST centres once a week for monitoring and follow up of OST clients <input type="checkbox"/> Be willing to provide teleconsultation to satellite OST centres and clients on take home if required <input type="checkbox"/> Be willing to do task sharing (enter assessment details, follow up details on SOCH) <input type="checkbox"/> Provide basic information to the clients and family members about the treatment process <input type="checkbox"/> Referrals to ICTC for HIV diagnosis and other institutions for advanced care treatment <input type="checkbox"/> Follow the NACO technical guidelines/protocols in all clinical practice <input type="checkbox"/> Continuing professional development and sharing information between other care providers <input type="checkbox"/> Help the centre in carrying out advocacy activities with higher authorities and stakeholders <input type="checkbox"/> Lead the staffs in conducting regular program performance review of OST centre and satellite OST centres <input type="checkbox"/> As and when required, the OST MO will also be responsible for sharing task with MO of other NACP facilities <input type="checkbox"/> The staff will be required to do task sharing with their counterparts in other facilities <input type="checkbox"/> Any other activity assigned under the Programme |

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Cluster Prevention Officer(CPO)

Education Qualification and work experience:

Essential Qualification:

Master degree in Social Sciences/ Public Health/Management with 3 years of work Experience, out of which 2 Years of experience at supervisory level in State or District in any Health Program

Age Limit: 45 Years

Work Experience:

The candidate should be familiar with the organization and functions of the state and local public health systems/ State AIDS Control Societies.

He should have excellent written and verbal communication skills in local languages and the ability to work well in an inter-disciplinary team.

Knowledge of Local language and English (Speaking, Reading and Writing) is

Previous experience in the State/ UT is desirable.

Well versed in Computer and Internet (Word, Excel, Power Point, Internet etc.)

Strong analytical and negotiation skills

Willingness to travel extensively

Salary: Rs.45000/- per month





Essential qualification for Admin Officer, MSACS :

Master / Bachelor degree in any discipline.

Essential Experience:

At least 5 years or more experience in the position of Group 'A' are invited from interested retired Government employees below the age of 62 years as on 1st March, 2025 and having good service record with physical fitness for engagement of 1(one) Admin Officer on contractual basis for 1(one) year with a remuneration of Rs. 35,000/-pm only in the Office of the Project Director, Mizoram State AIDS Control Society.

Desirable :

Knowledge and experience in using appropriate software and other computerized Microsoft Office.

sd/-

DR. JANE RINSANGI RALTE
Project Director
State AIDS Control Society
Mizoram : Aizawl





Essential qualification for Admin Assistant, MSACS :

Graduate degree in any discipline with ability to manage assigned task of the division.

Essential Experience:

Basic knowledge of computer essential.

Desirable :

Ability to organize and prioritize workloads, meet deadline and targets.

sd/-

DR. JANE RINSANGI RALTE
Project Director
State AIDS Control Society
Mizoram : Aizawl