

TAMILNADU STATE AIDS CONTROL SOCIETY (TANSACS)

Tamil Nadu State AIDS Control Society (TANSACS), Chennai invites applications from eligible candidates with the qualifications / requirements mentioned against each along with recent passport size photographs with self attested Xerox copies of Mark sheet (10th, +2, UG degree & PG degree), Degree Certificates & Experience certificates (to be uploaded) for the following contractual posts on consolidated monthly remuneration and purely temporary.

S. No.	Name of the post	Consolidated monthly remuneration (per month)	Qualification & Experience
At district level			
1	Cluster Programme Manager (CPM) – 7 Posts	Rs.54,300/-	<p>Qualification: Bachelor's Degree in Medical or Allied Health Sciences / Master's Degree in Public Health / Healthcare Management / Healthcare Administration / Social Science / Psychology / Applied Epidemiology / Demography / Statistics / Population Sciences or similar fields.</p> <p>Experience:</p> <ul style="list-style-type: none"> ➤ Three years' experience for candidates with Master's Degree in Public Health / Healthcare Management / Healthcare Administration / Applied Epidemiology ➤ Five years' experience in Public Health for Bachelor's Degree in Medical and Allied Sciences / Masters in Social Science / Psychology / Demography / Statistics / Population Sciences including a minimum two years of experience in HIV/AIDS sector. <p>Desirable:</p> <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). • Strong analytical, Advocacy and negotiation skills • Willingness to travel extensively. • Other expertise includes: <ul style="list-style-type: none"> ❖ Programme Management Skills ❖ Good knowledge of computers ❖ Coordination and leading teams <p>Age limit: For the existing employees of NACO/TANSACS, the upper age limit is 55 years as on 01.07.2024. For other candidates, upper age limit is 50 years as on 01.07.2024.</p>
2	Clinical Services Officer (CSO) - 2 Posts	Rs.46,800/-	<p>Qualification: Bachelor's Degree in Medical or Allied Sciences / Master's Degree in Public Health / Healthcare Management / Healthcare Administration / Social Science / Psychology / Applied Epidemiology / Demography / Statistics / Population Sciences</p> <p>Experience:</p> <ul style="list-style-type: none"> ➤ One year's experience for candidates with a Master's Degree in Public Health / Healthcare Management / Healthcare Administration / Applied Epidemiology ➤ Three years' experience in Public Health with a Bachelor's Degree in Medical or Allied Sciences / Masters in Social Science / Psychology / Demography / Statistics / Population Sciences with minimum of one year of experience in the HIV/AIDS sector. <p>Desirable:</p> <ul style="list-style-type: none"> • The suitable candidate will 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). • Strong analytical, Advocacy and negotiation skills

			<ul style="list-style-type: none"> • Willingness to travel extensively. • Other expertise includes: <ul style="list-style-type: none"> ❖ Programme Management Skills ❖ Good knowledge of computers ❖ Capacity building and Team Management <p>Age limit: For the existing employees of NACO/TANSACS, the upper age limit is 50 years as on 01.07.2024. For other candidates, upper age limit is 45 years as on 01.07.2024.</p>
3	Data Monitoring and Documentation Officer (DMDO) - 1 Post	Rs.37,500/-	<p>Qualification: Master's Degree in Public Health / Healthcare Management / Healthcare Administration / Social Science / Applied Epidemiology / Demography / Statistics / Bio-Statistics / Population Sciences / Mathematics / Economics</p> <p>Experience:</p> <ul style="list-style-type: none"> ➤ One year's experience for candidates with Master's Degree in Public Health / Healthcare Management / Healthcare Administration / Applied Epidemiology ➤ Three years' experience in Public Health for Bachelor's Degree in Medical and Allied Sciences / Masters in Social Science / Psychology / Demography / Statistics / Bio-Statistics / Population Sciences with a minimum of one year of experience in HIV/AIDS sector. <p>Desirable:</p> <ul style="list-style-type: none"> • The suitable candidate will 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 inter-disciplinary team. • Strong analytical, Advocacy and negotiation skills • Willingness to travel extensively. • Other expertise includes: <ul style="list-style-type: none"> ❖ Programme Management Skills ❖ Good knowledge of computers <p>Age limit: For the existing employees of NACO/TANSACS, the upper age limit is 50 years as on 01.07.2024. For other candidates, upper age limit is 45 years as on 01.07.2024.</p>
At TANSACS Headquarters			
4	Deputy Director (LS) -1 Post	Rs.50,680/-	<p>Essential Qualification:</p> <ul style="list-style-type: none"> • M.Sc. (Microbiology / Biotechnology / Biochemistry / Life Sciences) OR B.Tech (Biotechnology) <p>Desirable Qualification:</p> <ul style="list-style-type: none"> • PhD (Microbiology / Biotechnology / Biochemistry / Life Sciences) <p>Essential Experience:</p> <ul style="list-style-type: none"> ➤ 5 years of experience for candidates with M.Sc. / B.Tech (in the above subjects) OR ➤ 3 years of experience of working in medical diagnostic laboratory for candidates with Phd. ➤ Candidates with experience of working in accredited labs or those labs who have applied for accreditation will be preferred. <p>Upper Age limit: 60 years as on 01.07.2024</p>
5	Assistant Director (BSD)/(ICTC) -1 Post	Rs.35,000/-	<p>Essential Qualification: MBA in Health Management or Master in Public Health or Master in Health Administration. OR Master / (Post Graduate Diploma in Social Sciences / Public Health / Health Care Administration and similar streams from a Recognized University. OR Masters degree in Psychology / Social Work / Sociology / Clinical Psychology /Medical Microbiology.</p> <p>Essential Experience: Working experience of 3 years in Public health programme with</p>

			<p>focus on EVTHS, HIV counseling and Testing services, early infant diagnosis services and engagement with Communities and affected communities at National / State / District level with Govt. / NGO / Development Partners implementing agencies / Private Sector</p> <ul style="list-style-type: none"> • (For Masters / PG diploma: Minimum 3 years post PG • For Medical Graduate minimum of 1 year Post qualification) • Working knowledge of MS Office <p>Desirable:</p> <ul style="list-style-type: none"> • Work experience in field based implementation • Proficiency in data management • Preference will be given to the candidate working in the field of HIV/AIDS <p>Upper Age limit: 60 years as on 01.07.2024</p>
6	Assistant Director (Prevention) / (TI) – 2 Posts	Rs.35,000/-	<p>Essential Qualification: Master / Post Graduate Diploma in Social Sciences / Public Health / Health Care Administration and similar streams from a Recognized University</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.</p> <ul style="list-style-type: none"> • (For Masters / PG diploma: Minimum 3 years post PG • For Medical Graduate minimum of 1 year Post qualification) <p>Desirable: Preference will be given to the candidate working in the field of HIV/AIDS</p> <p>Upper Age limit: 60 years as on 01.07.2024</p>
7	Assistant Director (IEC) -1 Post	Rs.35,000/-	<p>Essential Qualification: Post Graduate degree in Social Sciences / Humanities or any other related field</p> <p>Essential Experience:</p> <ul style="list-style-type: none"> • Minimum 3 years experience in planning, implementing and monitoring of mid-media activities at State level • A good understanding of folk and traditional media, BTL and other mid media vehicles. • Excellent written and oral communication skills in Hindi and English • Candidate is willing to undertake extensive travel • Additional experience of designing communication aids on HIV / AIDS • Sound knowledge of handling virtual meeting platforms, video conferencing, social media platforms and computer skills <p>Upper Age limit: 60 years as on 01.07.2024</p>

Recruitment procedure

10 th standard or equivalent	+2 standard or equivalent	U.G.	P.G.	Essential Experience	Experience in TANSACS / NACO
10%	20%	30%	10%	20 marks	10 marks

The highest scorer will be selected.

Instructions:

- **Eligible and interested candidates should apply only through online mode in the TANSACS website www.tnsacs.in**
- On the Home Page, click “RECRUITMENT” to open up the Online application form
- All the required particulars to be entered without skipping any field
- **Candidates should enter the scored marks in percentage only for 10th, +2, UG, PG degree, except Experience** and Experience should be entered in years only.
- **A valid E-mail ID and Mobile number are mandatory** and given E-mail ID and Mobile number should be kept active. Communication from TANSACS will be sent to the registered Mobile Number by SMS / registered E-mail ID and by no other means. TANSACS is not responsible for failure / delay in delivery of SMS / E-mail to the candidates due to any reason including technical issues. If not received mail in Inbox, candidates are requested to check the mail in Spam / Junk also.
- **Candidates will receive a registered OTP only from info@tnsacsrecruitment.in**, to their registered E-mail ID. If not received mail in Inbox, candidates are requested to check the mail in Spam / Junk also.
- **Online applications uploaded without the photograph / signature / specified documents / self attested copies will be summarily rejected after due process and Corrections or Omissions in the data entered by the candidate, after the submission of their online application will not be entertained.**
- Candidates are required to upload their scanned copy of **photograph (not exceeding 50 kb in size in the format of .jpeg / .jpg) and scanned / photo copy of signature (not exceeding 10 kb in size in the format of .jpeg / .jpg).**
- Candidates are required to **upload their scanned copy of Marksheets / Certificates (not exceeding 200 kb in size in the format of .pdf).**
- In respect of recruitment to the above mentioned post, **the candidates shall mandatorily upload the Marksheets / certificates (including No Objection Certificate (NOC) and Experience Certificate** from the respective Department) / documents (in support of all the details furnished in the online application). **Upload scanned copy of NOC / Experience Certificate (not exceeding 50 kb in size in the format of .pdf).** The candidates shall have the option of verifying the uploaded certificates.
- **Candidate should have studied Tamil language as one of the subject in 10th (SSLC) and +2 (Higher Secondary).**
- Candidates should not send hard copies of certificates / printed application to TANSACS, by post.
- Candidates need to verify their eligibility for the post, before submitting their online application.
- Incomplete / false / wrong / incorrect information / claim found in application or any other form of request on perusal of the same in the recruitment process, the candidature of the applicant will be summarily rejected, without any prior notice.
- **Any false experience / Certificate or Mark Sheets submitted by candidates, if found later and criminal case will be initiated against the individual & debarred.**
- The score will be strictly based on the data entered by the candidate at the time of submission of online application only. Incomplete applications and applications containing wrong claims or incorrect particulars relating to category of eligibility / age /

educational qualification, other basic qualifications and other basic eligibility criteria will be summarily rejected after due process.

- Candidates need to verify their eligibility for the post before submitting their online application. If a candidate furnished wrong information, action will be taken by TANSACS to debar such candidate from the future recruitment, apart from other legal action.

Conditions:

1. Excellent communication skill in Tamil and English (Read, Write & Speak) is essential
2. Basic knowledge of Computer is essential
3. The posts are temporary, contractual and consolidated monthly remuneration for a contract period upto one year. Further, extension is based on the performance and Project requirement and co-terminated with the project.
4. Past work experience in HIV/AIDS field would be an added advantage.
5. **One candidate can apply for a maximum of any two posts.**
6. The qualification should be in the sequence of 10, +2, UG degree and Master degree. No provisional certificate is allowed. Experience would be counted after the requisite qualification is completed.
7. Any person who had been terminated from this office is not eligible to apply for any of the post advertised.
8. If the serving TANSACS employees are selected for the new post, the lien of the service previously done will not be taken into account. The selected employee will be treated as a new employee for monthly remuneration and leave eligibility.
9. The shortlisted candidates will be called for Certificate verification. If necessary, Interview will be conducted for the shortlisted candidates who have scored equal marks.
10. **Age Seniority will be taken into account for the shortlisted candidates those have scored equal marks.**
11. The selected candidates will be appointed and posted at any district in the State of Tamil Nadu, in respect of the post of Cluster Programme Manager (CPM), Clinical Services Officer (CSO) and Data Monitoring and Documentation Officer (DMDO).
12. **Community rotation is not applicable for contractual temporary post.**
13. **Selected candidates should submit Fitness Certificate from the Medical board, before joining duty**
14. **Completed year of experience only will be taken into account.**
15. Relaxation of age and weightage for experience are not applicable to employees of formerly TSU and other NGOs.
16. Only SACS/NACO employees only are eligible for relaxation of age and weightage for experience. No third party employees deserve such rights.
17. If any clarification, liberty to resolve through TANSACS Phone No. 044 2819 0467.

**PROJECT DIRECTOR
TANSACS**