

HARYANA STATE AIDS CONTROL SOCIETY

O/o DIRECTOR GENERAL HEALTH SERVICES HARYANA, SWASTHYA BHAWAN,
SECTOR-6, PANCHKULA

ADVERTISEMENT FOR FILLING UP OF VACANT POSTS ON CONTRACT BASIS

Haryana State AIDS Control Society (HSACS) intends to fill following posts purely on contractual basis for a fixed period initially up to 31.03.2026 (extendable by one year at a time, subject to further administrative approval and performance as per guidelines received from National AIDS Control Organisation (NACO), New Delhi). The remuneration is consolidated and no other allowance is admissible. The service conditions shall be governed according to National AIDS Control Organization (NACO), MOHFW, Govt. of India guidelines issued from time to time.

Application form completed in all respect along with photocopy of all essential qualification certificates and relevant documents (attested/self-attested) must be submitted through Registered post/By hand to O/o Project Director, Haryana State AIDS Control Society, Panchkula situated at O/o Director General Health Services, Haryana Swasthya Bhawan Building, First Floor, Sector-6 Panchkula before the closing date i.e. 03.03.2026 by 5:00 PM. After that no application forms/documents will be accepted and no separate correspondence in this regard will be entertained by this office. This office will not be responsible for any postal delay.

Interested candidates may check the details of posts, eligibility criteria and important instructions on the website of Health Department Haryana i.e. haryanahealth.gov.in & haryanasacs.in for recruitment of various vacant posts under HSACS. Candidates are advised to read the instructions carefully before applying for the post and visit the above mentioned website regularly for any corrigendum/notice/updates/results etc. Incomplete applications forms shall be rejected. Date of Document verification/original testimonials will be intimated separately on the website.

The candidate have to produce all original testimonials before the document verification committee at the time of document verification. If any candidate fails to produce the original documents at the time of verification, their candidature will be cancelled immediately and no any other chance will be provided to the candidate for document verification.

The details of the posts are as under:-

Sr. No.	Name of Post and salary (consolidated)	No. of posts	Essential Qualification	Essential Experience
1	Deputy Director (Strategic Information) Rs. 50680/- p.m. consolidated	1	Bachelors Degree in Medical Sciences and MD/DNB (Community Medicine/ Epidemiology) OR	5 years experience in Public Health in surveillance/research/M&E /epidemiology. Working knowledge of computers including MS

			Master/ Post Graduation in Public Health/ Health Administration/Applied Epidemiology or Diploma in Public Health/Masters in Demography/Statistics/ Population Sciences/Social Sciences/Computer Application. (Two year course) from a Recognized University.	office package and SPSS. Good working knowledge of epidemiological analysis and biostatistics.
2	Deputy Director (Care Support & Treatment) Rs. 50680/- p.m. consolidated	1	University degree in Medical Sciences or Masters/Diploma in Public Health/ Health Management or Masters in Social Science/ Social Work/Sociology/ Psychology/Clinical Psychology/Medical Microbiology	5 years experience in Health sector (preferably HIV). Good working knowledge of MS Office
3	Deputy Director (Basic Services Division) Rs. 50680/- p.m. consolidated	1	MBBS OR Bachelors Degree in Medical Sciences OR Post graduate diploma in Preventive and Social Medicine or Community Medicine or Skin and VD/ STD/ Dermatology Venereology Leprology or Obstetrics Gynaecologist OR MBA in Health Management or Master in Public Health or Master in Health Administration. OR Masters degree in Psychology/Social Work/Sociology/Clinical Psychology/Medical Microbiology	Working experience of 5 years in Public health programme with focus on EVTHS, HIV counselling and Testing services, early infant diagnosis services and engagement with key populations and affected communities at National/State/District level with Govt. / NGO/Development Partners implementing agencies/Private Sector. (• For Masters/ PG diploma: Minimum 5 years post PG • For MPhil: Minimum 4 year post Mphil • For PhD: Minimum 2 year post PhD • For Medical Graduate minimum of 3 yrs. Post qualification • For Medical Post graduate

				<p>minimum of 1 yrs. post PG qualification)</p> <ul style="list-style-type: none"> • Working knowledge of MS Office.
4	<p>Deputy Director (Lab Services) Rs. 50680/- p.m. consolidated</p>	1	<p>M.Sc. (Microbiology/ Biotechnology/Biochemistry/ Life Sciences/) OR B. Tech (Biotechnology) Desirable Qualification: • PhD (Microbiology/ Biotechnology/ Biochemistry/ Life Sciences)</p>	<p>5 years of experience for candidates with M. Sc/ B. Tech (in the concerned 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>
5	<p>Assistant Director (Basic Services Division) Rs. 35000/- p.m. consolidated</p>	1	<p>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 from a Recognized University. OR Masters degree in Psychology/Social Work/Sociology/Clinical Psychology/Medical Microbiology</p>	<p>Working experience of 3 years in Public health programme with focus on EVTHS, HIV counselling 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. (• For Masters/ PG diploma: Minimum 3 years post PG • For Medical Graduate minimum of 1 yrs. Post qualification) • Working knowledge of MS Office.</p>
6	<p>Assistant Director (Prevention) Rs. 35000/- p.m. consolidated</p>	1	<p>Master/ Post Graduate Diploma in Social Sciences/ Public Health/ Health Care Administration from a Recognized University.</p>	<p>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</p>

				post PG • For Medical Graduate minimum of 1 yrs. Post qualification)
7	Assistant Director (Care Support & Treatment) Rs. 35000/- p.m. consolidated	1	University degree in Medical Sciences/ Nursing/Pharmacy or Masters in Public Health/ Health Management/ Health Care Administration/ Or Masters in Social Science/ Social Work/ Sociology/ Psychology/ Clinical Psychology/Medical Microbiology.	3 years experience in Health sector (preferably HIV) Good working knowledge of MS Office
8	Assistant Director (Information, Education and Communication) Rs. 35000/- p.m. consolidated	1	Post graduate degree in Social Sciences/ Humanities or any other related field	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 ads on HIV/AIDS. • Sound knowledge of handling virtual meeting platforms, video conferencing, social media platforms and computer skills.
9	Assistant Director (Strategic Information) Rs. 35000/- p.m. consolidated	1	Master/ Post Graduation in Public Health/ Health Administration/Applied Epidemiology or Diploma in Public Health (Two year course) from a Recognized University. OR Masters in Demography	Experience in Public Health in surveillance/ Research/ M&E/ Epidemiology. Working knowledge of computers including MS office package and SPSS. Good working knowledge of epidemiological analysis and biostatistics.

			/Statistics/ Population Sciences/Social Sciences/Computer Application.	
10	Administrative Officer Rs. 35000/- p.m. consolidated		Masters/Bachelors Degree in any discipline.	At least 3 years professional work experience preferably in managing HR tasks.

Important instructions for candidates:-

1. The applicant should have passed Hindi/Sanskrit up to Matric.
2. Age 18 to 42 years for all the posts mentioned above as per the criteria of Haryana Staff Selection commission. Relaxation in age upto maximum of 7 years will be given to the person who is currently working in SACS or in any Department/Board/Corporation etc. of Haryana Government.
3. Post of reserve category (Wherever applicable) will be filled up as per Haryana Govt. Reservation Policy.
4. The selection criteria of Haryana State AIDS Control Society approved by Chairman, Haryana SACS shall be followed for recruitment. The detail of selection criteria may be seen on the website of Health Haryana i.e. haryanahealth.gov.in. & haryanasacs.in.
5. Private practice during and after duty time and on holidays is strictly prohibited.
6. A candidate must be in good mental and physical health and free from any physical defect, which is likely to interfere with the efficient performance of the duties required for the post. The appointment shall be subjected to their being declared medically fit as per medical fitness standards followed by the Health Department.
7. The candidates are required to attach the attested/self attested legible copies of following qualification, certificates and other relevant documents along with the Application form:-
 - I. Valid Document as a proof for Date of Birth (10th certificate/Birth certificate).
 - II. Degree Certificate of requisite qualification.
 - III. PG Degree/Diploma qualification certificate as required.
 - IV. Mark sheet of each year/Semester.
 - V. Registered as Medical Practitioner with Medical Council of India or any other State Medical Council of Indian Union.
 - VI. Post qualification relevant work experience in same field (if any) shall be as per the prescribed qualification and experience mentioned against each post. It is clarified that the period of experience rendered by a candidate on part time basis shall not be counted while calculating the valid experience.
 - VII. Two latest passport size colored photographs.
 - VIII. Candidate claiming reservation should submit the copy of latest reserve category certificate issued by the competent authority as per the latest Govt. instructions.
 - IX. Self-attested/attested copies of **any of the three documents mentioned below as residential proof.**
 - a. Passport
 - b. Voter ID Card
 - c. Ration Card with Address

- d. Caste and domicile certificate with address and the photo issued by State Govt.
 - e. Parivar Pehchan Patra
 - f. Electricity Bill (not older than last three months)
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- 8. The candidates should:
 - i) Mark page numbers on the top at right hand side corner of each page and mention the total number of pages in the Application Form.
 - ii) Sign all the pages of the Application Form, certificates and documents.
 - 9. Candidates applying for a post must ensure that they fulfill all the eligibility condition as on the previous day of closing date. Ineligible candidates need not to apply.
 - 10. List of provisionally shortlisted eligible candidates will be uploaded on website of Health department Haryana i.e. **haryanahealth.gov.in** and **haryanasacs.in** after scrutiny of applications. Candidates are advised to visit the website regularly for any corrigendum/notice/updates/results etc. As no separate call letter/ communication in hard copy will be sent to the provisionally eligible candidates on their correspondence addresses.
 - 11. The application shall be subjected to subsequent scrutiny and can be rejected at any point of time if found incomplete/wrong/not fulfilling the eligibility criteria etc. No correspondence in this regard shall be entertained.
 - 12. Selected candidate shall not have any claim for regularization of his/her services based on the duties performed under this contract, as he/she has been engaged for project financed by Govt. of India having specific tenure.
 - 13. No person, who has been dismissed from the NACO/SACS/Mission/Govt. under any State or at National level or from the service of the Government of India or any State Government or a local authority, a corporation or institute, shall be eligible for appointment to any post. No court case/Police enquiry/FIR etc. should be pending against the applicant and he/she should not be convicted by any court.
"Selected Candidates shall submit the declaration regarding the same on legal stamp paper duly notarized".
 - 14. Any instructions issued by Health Department, Haryana from time to time will be followed.
 - 15. No T.A./D.A. shall be paid for recruitment process.
 - 16. Documents verification of shortlisted candidates will be done by this office. If any candidate is found with false documents at the time of appointment or later stage, his /her appointment/recruitment will be cancelled/terminated immediately without serving any notice and suitable action shall be taken against him/her as per rules/laws.
 - 17. The candidature shall be provisional and will be subject to verification of eligibility conditions with reference to original documents. Screening and selection will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish accurate, full and correct information in the application form.
 - 18. Waiting list of three candidates per post will be kept. This waiting list will be valid for one year.

Posts can be increased/decreased/abolished or amended at any time by competent authority or if any new guidelines from NACO, GOI, New Delhi is received.

Office of Project Director, HSACS have right to amend any clerical mistake found at any stage of recruitment process. No claim will be entertained in this regard. While due care has been taken in drafting the advertisement but possibility of inadvertent/technical/clerical error cannot be ruled out. HSACS reserves the right to rectify the same at any stage of recruitment process.

HSACS reserves the right to cancel the above advertisement at any time without assigning any reason to candidate.


Sd/-
Project Director
Haryana State AIDS Control Society
Panchkula

SELECTION CRITERIA FOR HEAD QUARTER POSTS

TABLE-A

Sr. No.	Existing Components	Weightage	Marking Pattern
1	Essential basic qualifications	30	$30 \times \frac{\text{Percentage}}{100}$
2	<ul style="list-style-type: none">Post qualification relevant work experience in same field in any State Govt./Semi Govt./UT/any Govt. Board/Corporation/NHM /SACS shall be considered. <p style="text-align: center;">OR</p> <ul style="list-style-type: none">Post Qualification relevant work experience in same field in private hospitals/Labs, which are JSI/NABH/NABL accredited / ISO certified and any other nationally accredited Health Institution only will be considered/admissible at par with Govt. Facilities	10	02 marks for each completed year (maximum 10 marks)
3	Local area Weightage = 10 Weightage of marks (for Haryana applicants): 10 marks for the candidate be a bonafide resident of Haryana (Haryana resident certificate/Domicile) Weightage of marks for "out of the State applicants": Zero(O) marks	10	
	Total Marks	50	

1. The applicant should have passed Hindi/Sanskrit up to Matric.
2. Age 18 to 42 years for all the posts mentioned above as per the criteria of Haryana Staff Selection commission. Relaxation in age upto maximum of 7 years will be given to the person who is currently working in SACS or in any Department/Board/Corporation etc. of Haryana Government.





3. Checklist for acceptable documents as proof of address for general public is as under:-

Sr. No.	List of documents for proof of address (residential proof)
1	Passport
2	Voter ID Card
3	Ration card with address
4	Cast and Domicile certificate with address and the photo issued by State Govt.
5	Parivar Pehchan Patra
6	Electricity Bill (not older than last three months)

Note- Any of the above three documents (sr. no. 1 to 6) be produced at the time of recruitment.

Additional guidelines for selection criteria are as under:-

- The formula for calculating the marks for essential basic qualification (Sr. no. 1 of Table-A) will be done by multiplying the percentage of marks obtained by the candidates with Weightage and divided by 100.
 - 02 marks will be given for each completed year of additional relevant post experience, with maximum of 10 marks for all posts.
 - The reservation policy of Haryana Government should strictly be followed.
4. Waiting list of three candidates per post will be kept. This waiting list will be valid for one year.

Application for the post of _____

1. Name of the Candidate :

2. Fathers/Husbands Name :

3. Sex (Male/Female) :

4. Date of Birth :
(DD/MM/YYYY)

5. Marital Status :

6. Category to which belong :

7. Telephone/Mobile No. :

8. E-Mail :

9. Permanent Address : _____

_____Pin_____

10. Correspondence Address: _____

_____Pin_____

Paste self
attested
passport size
Photo here

11. Educational/Professional Qualifications

Examination Passed	Board/University	Year of Passing	Maximum Marks	Marks Obtained	%age of marks	Division	Subject
10 th							
10+2/ Vocational /Intermediate							
Graduation							
Post Graduation							
Any other Course/Diploma etc							

12. Internship/Training (if any): Years _____ Months _____ Days _____.

Name of Institution/Organization	Designation	From	To	Total Period

13. Total Experience : Years _____ Months _____ Days _____

Name of Institution/Organization	Designation	From	To	Pay/Salary/Honorarium p.m.	Total period

14. Details of Document Attached : _____

15. Declaration: I hereby declare that
- i) All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information found false or incorrect, or ineligibility being detected before or after the interview/selection/appointment, my candidature may be cancelled and action can be taken against me by the Department.
 - ii) I have read the provisions in advertisement of the Department carefully and I hereby undertake to abide by them. I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.
 - iii) I have never been convicted by criminal court.

Date:

Signature of the Candidate

Place: