

T-11020/65/2010-NACO/STI  
Department of AIDS Control  
National AIDS Control Organization  
Ministry of Health and Family Welfare

Applications are invited for appointment of Technical Officer (STI) on contractual basis as per details below:

**Qualification required:**

Essential: MBBS

Desirable: Post graduate qualification in Preventive and Social Medicine or Community Medicine or Skin and VD/ STD/ Dermatology Venereology Leprology or MBA in Health Management or Master in Public Health or Master in Health Administration

**Experience required:**

At least 2 years of work experience in health programmes, HIV/AIDS or others including experience in field based implementation.

Good computer skills

Proficiency in data management.

**Remuneration:** As per pay range for Technical officer (28750 to 50000)

**Duration:** Initially the contract shall be for a period of one year

**Age:** Not more than 50 years

**Duties and responsibilities:**

- Work as part of NACO STI team towards facilitating the effective management and implementation of STI/RTI prevention and control programme under NACP III
- Work under the guidance and supervision of Programme officer (STI) and STI division incharge to facilitate standardized STI/RTI service delivery through public health care delivery system at and below district level and through targeted intervention projects for High risk group populations as per approved guidelines and policies through regular capacity building, monitoring and supervision.
- Closely co-ordinate with State AIDS Control Societies and Technical support units at states to supervise the implementation of STI/RTI prevention and control programme services in states
- Assist in preparation of the annual physical and financial plan for STI programme for the whole country.
- Prepare procurement plan for STI/RTI programme through forecasting of demand of drug kits and testing kits required for STI programme

- Monitor supply chain management for STI/RTI colour coded drug kits and testing kits across the country.
- Coordinate with procurement division to monitor the stock status, manage logistics and prevent stockouts.
- Track reporting from all reporting units in SIMS and generate monthly status updates
- Regular National and State wise data analysis of STI programme with regards to key quality and performance indicators and track target achievement
- Assist in preparation of Training Plan in co-ordination with SACS, regional and national training institutions as well as the other divisions of NACO/ NRHM for capacity building of various categories of staff involved with STI/RTI service provision
- Assist in regular supportive supervision and mentoring of all service providers and regularly monitor state wise mentoring plans.
- Conduct field visits to STI providers in the public and private sector especially in weak performing states and districts.
- Prepare and submit periodic reports on the national and state wise status of programme implementation with respect to physical and financial targets and other important developments
- Assist in preparing replies to Parliament Questions, reports to various Parliamentary Committees, RTI matters as well as reports to the Ministry of Health and Family Welfare etc.
- Any other work assigned by DG / JS/ DDG

Eligible interested candidates may send their application by email with the subject line “Application for Technical Officer (STI)” with details as mentioned above in the Bio-data at the following address [jobs.naco@gmail.com](mailto:jobs.naco@gmail.com)

The last date of receipt of applications is **3<sup>rd</sup> November 2010**