Punjab State AIDS Control Society
NATIONAL AIDS CONTROL PROGRAMME
(Department of Health & Family Welfare)
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No: PSACS/Admn/2023/488   **Dated:-04-10-2023**

OFFICE ORDER

Recruitment Notice for the post of Deputy Director (BSD)

The Punjab State AIDS Control Society (PSACS) invites online applications on prescribed proforma for filling up of vacant post of Deputy Director (BSD) on Contractual Basis under National AIDS Control Programme of Punjab State AIDS Control Society (PSACS).

Number of vacancies: There is only one vacancy to be filled. Since there is only one post to be filled so reservation roster will not be applicable. Table 1 below provides the total number of vacancies.

Table 1: *Total number of vacancies*

Name of the post	No. of Vacancies
Deputy Director (BSD)	01

Salary: The Deputy Director (BSD) shall be paid a consolidated salary of Rs.50,680 per month.

Place of posting: Head Office, Punjab State AIDS Control Society, Sec-38, Prayaas Building, Chandigarh.

Maximum age limit: The maximum age limit to apply for the post of Deputy Director (BSD) is 60 years.

Educational qualification: The essential, higher, technical qualifications and required experience for the post of Deputy Director (BSD) is shown in Table 2.

Table 2: *Qualifications and Experience for the post of* Deputy Director (BSD)

Name of the post	Qualifications

Deputy Director (BSD)	**Essential Qualifications**
	
	• Masters in Public Health
	  OR
	• Masters in Health Administration
	  OR
	• MBA in healthcare
	  OR
	• Masters in Sociology/Social Work/Psychology
	
	Higher qualifications
	
	• M. Phil in Sociology/Psychology/Social Work.
	• Ph D in Sociology/Psychology/Social Work
	
	Technical qualification
	
	• PG diploma in computers
	• B. Tech in Computer Science
	
	Experience
	
	• Minimum 5 year relevant experience working in a health programme focused on HCTS, EVTHS and EID.

Abbreviations used in above mentioned table 2 are as under:

- **HCTS:** HIV Counseling and Testing Services
- **EVTHS:** Elimination of Vertical Transmission of HIV & Syphilis
- **EID:** Early Infant Diagnosis

The applicant should fulfill the eligibility requirements on or before the last date of submission of applications i.e. 20.10.2023 (last date of online Registration). No extension shall be given to any applicant to submit documents. If a candidate does not have eligibility documents such as educational degree or experience then they will be declared ineligible.

Note:- While filing online application form candidate have to give self-assessment score based on your assessment of essential/higher/technical educational qualifications alongwith work experience after evaluating the scoring sheet as per below selection criteria.

Selection Criteria:
1. The selection of candidates is based on essential, higher, technical qualification and the university in which the candidate has successfully completed his / her education alongwith work experience.
2. Regular degree programmes are given higher scores than correspondence / distance education. Having regular/ distance education programme, higher scores are given to central university and then private/ deemed university.
   Further, if a candidate has a higher educational degree then additional marks are given. Similarly, if a candidate has technical educational qualification, then additional marks are given. Candidates have to assess their own scores based on their educational qualification and work experience.
3. The selection of candidates is based on objectives criteria for essential, higher, technical qualification as well as work experience as shown in **Table 3** below.

Qualification	Regular			Distant Learning		
	Central University	**State University**	**Private/Deemed Universities**	**Central University**	**State University**	**Private/ Deemed Universities**
Essential Qualification						
• Masters in Public Health • Masters in Health Administration • MBA in healthcare • Masters in Sociology/Social Work/Psychology	30	25	20	15	10	05
Higher qualification						
M. Phil in Sociology/Psychology/Social Work	05	04	03	03	02	01
Ph D in Sociology/Psychology/Social Work	10	08	07	06	05	04
Technical qualification						
PG diploma in Computers	03	02	01	0	0	0

B. Tech in Computer Science	05	04	03	03	02	01
Note*	*** Maximum marks assigned for qualification will be 45.**					
Experience	**Central Govt department/ organization/ agency**	**Regional or State Govt./ organization/ agency**	**District level Govt. department/ Govt. organization/ Govt. agency**	**NGO (Reputed NGOs in the field of HCTCS and EVTHS like NCPI)**	**ICTC/ PPTCT or Private Medical College**	
Minimum 5 years of work experience	07 marks/year	06 marks/year	04 marks/year	04 marks/year	03 marks/year	
Over and above 5 years of experience.	05 marks per year	04 marks per year	03 marks per year	03 marks per year	02 marks per year	
Note*	*** Maximum marks assigned for experience will be 45.**					
Presentation	Top 5 Candidates will be called to make a presentation on a topic assigned to them which will be evaluated/scored out of 10.					

4. Self assessed scores of all candidates will be displayed on PSACS website and in public domain. Candidates submitting incorrect information will be debarred and their candidature will be rejected.

5. Candidates will be invited and then documents will be checked and the self evaluated scores and committee evaluated scores will be compared. Candidates must bring all documents and the proof of burden to justify self evaluated score will lie with candidates. In case of any difference of opinion between self-evaluated score and PSACS committee evaluation Project Director, Punjab State AIDS Control Society will be the final authority.

6. Candidates with the highest score will be invited for a presentation on a topic using PowerPoint.

7. If candidates after self evaluation have similar scores, inter-se-merit shall be determined on the basis of their aggregate scores obtained in essential/higher/technical qualification.

Please see below detailed explanation of terms used in table 3:

- **Regular:**
  Regular education involves attending classes on a physical campus, interacting with professors and peers in person, and participating in various extracurricular activities. It offers a structured curriculum with set schedules for lectures, exams, and assignments.

- **Distance/correspondence/online/open education**
  Open and Distance Learning (ODL) is a system wherein teachers and learners need not necessarily be present either at the same place or same time and is flexible in regard to modalities and timing of teaching and learning as well as the admission criteria without compromising necessary quality considerations. (Department of Higher Education, Government of India).

- **Central University**
  Central Universities or Union Universities are established or incorporated by a Central Act fall under this category. As of June 2023, there are 56 Central universities in India. These universities are under the direct purview of the Department of Higher Education (DHE) under Ministry of Human Resource Development (MHRD). They are UGC approved institutes, recognized by the government of India; hence they can grant degrees to the students.

- **State University**

  As per the list consolidated by University Grant Commission (UGC), As, of 16 November 2022 there are 459 state universities in India. State Universities are funded by the state government and they are established by local legislative assembly act. They are public universities and run by the state government of each state and territories of India.

- **Private University**

  Institutions that have gained national importance with their world class education and academic curriculum falls under this category. There are over 430 private universities in India which are approved by the University Grant Commission, as of 25th November 2022. Even though these institutions are not funded by the state or central government, but in order to operate and grant their degree, they have to adhere to the rules and regulations as laid by the UGC. Additionally, the person who heads a private university is called a chairperson or a president, unlike a Chancellor who head state or some central universities.

- **Deemed University**

  Deemed university which implies an institution which is considered to be treated as a university. A deemed to be university are conferred the status of deemed university by the University Grant Commission to those colleges and institutions that have demonstrated a high quality of standard and facilities in areas related to education and research, besides teaching faculty, infrastructure, gymnasium, placement cell, canteen, etc. Deemed universities run only a single college or institutors which are owned by private bodies or a trust. According to the UGC list, there are 126 institutions and colleges that have approved the deemed to be university status in India.

  Candidate can check the list of Central university/State University and Private/Deemed University in India through link below
  https://www.ugc.gov.in/oldpdf/Consolidated_CENTRAL_UNIVERSITIES_List.pdf

  https://www.ugc.gov.in/centraluniversity.aspx?type=2

Last date for submission of applications: 20-10-2023 (till 05:00 pm).

Recruitment Timeline:

No.	Events	Date and Time
1.	Advertisement to be given	05-10-2023
2.	Last date of submission of applications online	20-10-2023
3.	Upload the list of self-assessed scores of all the candidates who applied	25-10-2023
5.	Document verification/Presentation of top 5 candidates	30-10-2023
6.	Upload of final merit list after document verification/Presentation	03-11-2023
7.	Issuing appointment orders as per merit	07-11-2023

Online Link for application for the post of Deputy Director (BSD)

https://forms.office.com/r/huKa5gxrn7

Before filing online application, candidates are advised to read qualification and experience criteria and other terms and conditions.

Other important terms and conditions:

a. If you any questions (or) require any clarification. Please send your email to punjabsacs@gmail.com and admnpsacs1@gmail.com or call PSACS office number 0172-2625718.

b. The candidate should have passed Punjabi up to Matric standard or its equivalent standard from any recognized institution/Board or should have passed the Punjabi Language Proficiency Test conducted by the Department of Languages, Government of Punjab.

c. Incomplete applications will be rejected.

d. Only on-line application forms will be entertained i.e. application sent by email/post / in person in the O/o PSACS will not be entertained and will be rejected.

e. All particulars including category once filled by the candidates, could not be modified and no change shall be permitted at any stage of online application form. So, the candidates are advised to fill all their particulars after taking due care and precaution. PSACS shall not be responsible or liable in anyway.

f. The number of posts is subject to **increase or decrease** as per the decision of the Project Director, PSACS.

g. The certificate for **reservation** must be issued by the **competent authority**. The certificate must be latest one i.e. issued on or before the last date of submission of application form. No request for extension of submission of documents will be considered.

h. These posts are purely **contractual and temporary for one year**, extendable based on work performance and conduct.

i. Educational qualifications must be from a recognized University/Board. You should have all the requisite original certificates at the time of submission of the application. **Additional time shall not be given to submit the certificates/documents.**

j. Top 5 candidates will be called to appear in person for **document verification. Original certificates/testimonials** will be checked at the time of document verification. **Additional time shall not be given to submit the certificates/testimonials.**

k. If found eligible after document verification, you will appear in person for the presentation in the O/o PSACS on the same day of document verification.

l. If a candidate is found not to be fulfilling the eligibility/selection criteria at any point of time in the entire recruitment process by the screening or selection committee, his/her candidature will be cancelled/rejected for the said post.

m. Candidates **will not be paid any TA/DA** for document verification.

n. Project Director, PSACS, reserves the **right to cancel/modify** the entire recruitment process at any stage without issuing any further notice.

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Sd/-
Project Director
Punjab State AIDS Control Society

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