GOVERNMENT OF MEGHALAYA
HEALTH AND FAMILY WELFARE DEPARTMENT

OFFICE OF PROJECT DIRECTOR
MEGHALAYA AIDS CONTROL SOCIETY
SHILLONG

No.PD/MACS/BTS/APPT/729/2022/2382   **Dated: Shillong, the 13th August 2024**

Advertisement for Appointment of Staff on Contract basis

The Office of the Meghalaya AIDS Control Society, Shillong invites application from eligible candidates who are citizens of India for appointment of following posts on Contractual basis for a period of 1 (one) year (which may be extended as per performance)

Sl. No	Name of Post	No. of Post	Educational Qualification and Experience	Age	Monthly Remuneration	Place of Posting
1.	Office Assistant	1	**Qualifications** 1. Graduate degree from a recognized university **Essential Qualifications** 1. **2 years** working experience in the field of administration related work. 2. Computer/IT knowledge with familiarity of data management and commonly used packages like MS Word, Excel and Power Point,	As per Government norms	Rs.23800/-	Shillong
2.	Driver (Blood Transportation Van)	1	**Qualifications** 1. Cl. X (ten) passed. 2. Valid Heavy Driving License **Essential Qualifications** 1. Minimum **3 years** experience in Heavy vehicle driving.(Mandatory) 2. Preference will be given to local candidates.		Rs.18000/-	Jowai
3.	Attendant (Blood Transportation Van)	1	**Qualifications** 1. Cl. X (ten) passed. 2. Valid Driving License. 3. **1 year** experience in Driving 4. Preference will be given to local candidates.		Rs.18000/-	Jowai

Note below:

- Candidates fulfilling the above criteria can apply in **Standard form** along with self attested copies of all documents. (***Kindly give two valid CONTACT NO. and EMAIL ID***)
- Candidates are to submit one passport size photo along-with **one self-addressed envelope (Brown Envelope 10 X 4.5)** and **Rs. 5/**- postal stamp.
- Complete Application should reach the office of Meghalaya AIDS Control Society, Pasteur Hills, Lawmali, Shillong – 1 on or before the **24th August 2024.**

   *** Incomplete application will be rejected*

Sd/-
Project Director,
Meghalaya AIDS Control Society,
Shillong

Meghalaya AIDS Control Society, Pasteur Hills, Lawmali, Shillong – 793001 | Regd No:SR/MACS-400/98
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For Information on HIV and AIDS Dial National Toll Free Number 1097