

महाराष्ट्र राज्य एड्स नियंत्रण संस्था मुंबई, अंतर्गत
जिल्हा एड्स प्रतिबंध व नियंत्रण विभाग, जिल्हा सामान्य रुग्णालय,
रायगड-अलिबाग.
ई-मेल - dporaigad@mahasacs.org

No. Admin/Contract/Recruit./ /2026

Date: 25/06/2026

Civil Hospital Raigad-Alibag

(Website: T Notice for Engagement of Various Positions on Contract Basis

Under

Maharashtra State AIDS Control Society, Mumbai

Advt. Date: 26/06/2026

Last date of submit application: 13/07/2026

Civil Surgeon, Raigad-Alibag

District Civil Hospital Alibag-Raigad invites application from eligible candidates for the following post for their appointment on contract basis under Maharashtra State AIDS Control Society, Wadala, Mumbai (MSACS), Wadala, Mumbai.


Sr. no.	Name of the Posts	No. of Vacancies	Eligibility Criteria	Consolidated Monthly Remuneration
1	Medical Officer	01	MBBS with valid registration from the respective State Medical Council/NMC	72,000/-

The guidelines, eligibility criteria, application forms etc. are as following.

- ❖ Age: Upper age limit is 60 years as on date of Advertisement. Continuation will be applicable up to 62 years for contractual service.
- ❖ Appointment type : The above-mentioned posts are temporary & purely on contract basis. While recruiting the post, initially the appointment will be given for 3 months as probation period and further continuation will be given upon successful completion of probation periods and performance evaluation. The Project Director, MSACS, Mumbai reserves the right for further continuation of the candidate.
- ❖ Remuneration: Allowances like T.A., D.A., and H.R.A. etc. are not admissible except consolidated monthly remuneration.
- ❖ How to apply:
 - 1) Interested candidates may apply in prescribed application form with a recent passport size photographs and a set of attested photocopies of testimonials/ certificates/ID proof etc.

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- 2) The application is to be submit on A4 size paper only.
 - 3) Applications can be either sent through registered/speed post or can be submitted in person in the office of the " **Civil Surgeon Raigad-Alibag , Room no. 203, DAPCU Office, 2nd Floor New Administrative Building, Civil Hospital Alibag Dist. Raigad - 402201.**" on all working days between the advertised date and closing date where the candidate(s) wish to apply.
 - 4) Last date for submit the application is, applications received after this date will not be considered.
 - 5) All further correspondence will be done only by email. (Exam. Hall Ticket, Call letters etc.). So, all candidates applying are required to write their personnel email ID and contact number on application correctly and neatly in the application form.
 - 6) Candidate should apply separately for each post.
 - 7) After scrutinizing, the applications received in due date, short-listed candidates will be called for written examination / interview.
 - 8)
- ❖ Other Important Notes:
- 1) Candidates who have been discontinued based on poor performance and Candidates who are retired from Government Services and against whom disciplinary action is completed OR initiated will not be eligible any above post.
 - 2) Civil Surgeon Raigad-Alibag reserves the right to cancel the recruitment, modify the number of posts, etc.
 - 3) Appointment order will be issued from Civil Surgeon Raigad-Alibag as per merit list.
 - 4) Canvassing in any way will lead to disqualification of the concerned candidate.


Civil Surgeon, Raigad
District Civil Hospital, Alibag

Position	Essential Qualification	Desirable	Essential Experience	Job responsibilities (All SACS, district and facility level staff will work in accordance to the operational and technical guidelines of NACO issued from time to time focussing on but not limited to the following activities)
MO - ART	MBBS with valid registration from respective State Medical Council/NMC	Work Experience in HIV/AIDS Programme in field settings. Those with MD Medicine / Diploma in Medicine will be preferred.	6 months work experience. Post Graduates from Clinical Discipline will also be considered. Good working knowledge of computer, MS office.	<ul style="list-style-type: none"> <input type="checkbox"/> Medical Responsibilities: He/she should conduct the initial evaluation of PLHIV (clinical and lab) and initiate PLHIV on ART He/she should conduct the clinical and lab monitoring of PLHIV initiated on ART (including CD4 count, adherence, viral load testing and other lab investigation) He/she should identify PLHIV with advanced HIV and ensure management of all patients advanced HIV disease at ART centre or must ensure referral and linkages to appropriate facilities e.g. lab, in patient departments etc. He/she should refer difficult/ complicated cases to the nodal officer or other specialist for further expert opinion and interventions including admission and inpatient care, if required. It includes referrals to other departments for treatment of, OIs, STI, etc. He/she should provide OI prophylaxis and preventive treatment as per guidelines Prevention and management of TB coinfection: He/she should perform 4S screening and take decision about TPT initiation or referral for TB diagnosis for all PLHIV attending ART centre. Initiation of ATT, CPT and ART as per technical guidelines He/she must update the prescribed columns in white cards and green books Ascertain eligibility for differentiated care (MMD, LAC, other DSD models) MO should refer "suspected/confirmed treatment failure" cases, "complicated cases" to the SACEP at the COE/ART plus for screening and initiation/modification/switch of ART, if required. The nodal officer of the ART centre must countersign all such referrals Focal point for care of exposed babies and EID for HIV exposed babies found "reactive" with DBS at ICTC and referred to ART centre Update the prescribed columns in white cards and green books. 12. Should actively participate and coordinate all initiatives/activities related to ART (e.g. Telemedicine, Verbal Autopsy, DSDM etc.) implemented by SACS/NACO time to time Any other activity assigned under the Programme Administrative Responsibilities: In the absence of SMO, the MO is the functional team leader of the ART centre under the overall guidance of the Nodal officer. The MO must supervise the administrative and medical functions of the ART centre on a day- to- day basis He/she should provide leadership to staff to work as a cohesive team and ensure implementation of national operational and technical guidelines He/she should ensure implementation of national operational and technical guidelines at ART Centres MO should also coordinate and monitor the linkages with CSC, other NGO's and networks He/she must co-ordinate and monitor the LAC/DSD models launched in the ART centre and ensure that the standard guidelines are being followed. Responsibilities in respect to Link ART centres/ LAC plus/ linked ART refill (DSD) sites <ul style="list-style-type: none"> • He/she has to mentor and monitor the functioning, recording, and reporting of LAC/LAC plus/ DSD site along with the Nodal officer • He/she must follow up out referral and in- referral of patients and communicate with the Link ART centre • He/she must take decision to link out willing patients to the nearest LAC based on eligibility criteria • He/she must do the clinical review of patients referred back to the nodal ART centre from LACs. Monitor the consumption and availability of drugs (ARV, ATT, OI and other drugs), CD4/VL kits, other consumables and alert the concerned authorities in case of impending shortage well in advance so as to enable adequate replenishment without disruption of ART care and support to PLHIV. Ensure that there is adequate drug stock available for multi-month dispensation patients. He/she should verify the staff attendance register daily and get it approved by the Nodal Officer at the end of the month before forwarding the attendance to the SACS MO must assist the nodal officer in carrying out the annual performance appraisal of the contractual staff based on the PMDS format which should then be approved by the nodal officer He/she must attend or ensure appropriate representatives are sent for monthly coordination meetings held at the district level, ART centre-CSC coordination meetings, HIV-TB meeting, DAPCU coordination meeting and any other. The MO must attend review meetings by NACO/ SACS and training programmes conducted for medical officers He/she must be aware of all communications sent from NACO/SACS to the ART centre and should update the nodal officer about them on a day to day basis He/she must ensure that all records, registers, cards and IT based reporting system IMS software are updated daily and reports are sent to the concerned authorities on time. All reports should be checked by the MO before taking approval from the Nodal Officer for sending them to the concerned authorities. Besides all the above, any other duty assigned by ART Centre In-charge/ SACS/NACO pertaining to ART services.

Application Format

Passport Size Photo to be
signed by the candidate

To,

Civil Surgeon, Raigad
Civil Hospital, Alibag-Raigad.
402201

1. Application for the Post : _____

2. Candidates Name : _____

Surname

Name

Middle Name

3. Date of Birth : _____

Age as on _____ Years ____ Months ____ Days ____

4. Correspondence Address : _____

5. Permanent Address : _____

6. E-mail ID : _____

7. Tel. No. /Mobile No. : _____

8. Working knowledge of computer (MS Office etc.) : Yes No

10. Educational Qualification :-

Sr. No.	Educational Qualification	Name of the University/Board	Percentage	Grade

11. Experience Details :-

Sr. No.	Name of the Office Worked before	Designation	Period	Nature of Work

12. Whether doing Private Practice: Yes/No. (If Yes. Please fill the details given below)

Sr. No.	Name of the Hospital/Dispensary	Time From To	Address of the Hospital/Dispensary	Nature of Work

(The above table should be filled by candidates who is practitioner doctor)

13. Any Other Special Qualification :-

Date :

Place :

Candidates Name & Signature