

Position	Essential Qualification	Essential Experience	<p style="text-align: center;">Job responsibilities</p> <p style="text-align: center;">(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)</p>
AD-CST	University degree in Medical Sciences/ Nursing/Pharmacy or Masters in Public Health/ Health Management/ Health Care Administration/ or similar fields in Public Health Management 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	<ul style="list-style-type: none"> <input type="checkbox"/> Prepare visit plan in coordination with JD CST and DD CST to avoid duplication of visit <input type="checkbox"/> To assist JD (CST)/DD CST in conducting regular review meetings of ART centre and State Grievances Redressal Committee (SGRC) meetings. <input type="checkbox"/> To compile the monthly drug summary sheets from all the ART centres and assist JD CST/DD CST in analyzing the same. <input type="checkbox"/> Focal point for supply and utilization of ARV drugs, relocations and monitoring of stocks of ARV drugs and coordination with NACO to avoid any drug stock out or expiry of ARV drugs <input type="checkbox"/> Monitor procurement, supply and availability of OI , PEP drugs and other ARV drugs as per requirements <input type="checkbox"/> Facilitate training of staff under ART cadre. <input type="checkbox"/> Any other duty assigned by JD CST or DD CST <input type="checkbox"/> AD CST will work under guidance of JD/DD CST. <input type="checkbox"/> In States where there is no JD or DD CST, AD CST will be the in charge of CST. <input type="checkbox"/> Preparation of Annual Action Plan. <input type="checkbox"/> Implementation of National Guidelines pertaining to CST Division. <input type="checkbox"/> Any other activity assigned under the Programme