



PUNJAB STATE AIDS CONTROL SOCIETY
NATIONAL AIDS CONTROL PROGRAMME
(Department of Health & Family Welfare)
Level IV, Prayaas Building, Sector-38 B, Chandigarh
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OFFICE ORDER

Recruitment of Counselor

The Punjab State AIDS Control Society (PSACS) invites online applications on prescribed proforma for filling up the vacant posts of **Counselor** on Contractual Basis in Punjab State AIDS Control Society (PSACS) in Integrated Counseling and Testing Centres (ICTCs) under National AIDS Control Programme. The last date of submission of application is **15-06-2026**.

Number of vacancies: There are **03 (Three) vacancies (tentative)** to be filled strictly based on the reservation roster. **Table 1** below provides the total and the category-wise number of vacancies. Candidates from other categories shall not be considered. The reservation is strictly as per provisions of the Punjab Government reservation roster.

Table 1: Total and category-wise number of vacancies

Name of the post	Number of vacancies	Number of vacancies for each Category	
Counselor	3	ESM(Female)	1
		General EWS(Female)	1
		Physically Handicapped (Male or Female)	1

Please note:-

ESM (Female-General)

1. If a candidate of ESM (Female-General) category does not apply for the said post then ESM (Male-General) will be considered for the post.
2. If ESM (Male-General) does not apply for the said post then the lineal descendant of Ex-Serviceman general category will be considered.
3. If none of the candidates mentioned in the point 1 & 2 apply for the above said post then the post will be filled from the General pool of general category as per the reservation guidelines of Department of Defence Services Welfare, Govt. of Punjab.

General EWS (Female)

This post is specifically reserved only for female belonging to General (EWS) category

Salary: The Counselor shall be paid a consolidated salary of Rs.21,000/- per month.

Maximum age limit: The maximum age limit to apply for the post of Counselor is 60 years.

Qualifications and experience: The essential qualification and the essential experience for **Counselor** are shown in Table 2.

Table 2: Qualifications and Experience for Counselor

Name of the post	Qualification
Counselor	<p>A. Essential Qualification:</p> <p>Graduate degree holder in Psychology/Social Work/Sociology/Anthropology/Human development/Nursing with 3 years of experience in counseling/educating under National Health programme</p> <p style="text-align: center;">OR</p> <p>Post-graduate in Psychology/Social Work/Sociology/Anthropology/Human development/Nursing</p> <p>If candidate is a person living with HIV/AIDS (PLHIV),</p> <p>Graduate degree holder in Psychology/Social Work/Sociology/Anthropology/Human development/Nursing with 1 years of experience in counseling/educating under National Health Programmes</p> <p>B. Desirable</p> <ul style="list-style-type: none"> • Experience of working under the National AIDS and STD Control Programme (NACP) facility or community settings. • The candidate should be computer literate with working knowledge of MS office, usage of internet and electronic mail. • Familiarity with government health policies and related programmes. • Ability to work in teams, and flexible ways of working as per the need of programme.

The applicant should fulfill the eligibility requirements on or before the last date of submission of applications i.e. 15-06-2026 (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 reserved category certificate issued by concerned department of Government of Punjab (or) educational degree, experience then they will be declared ineligible at the time of document verification.

Selection Criteria:

1. There will be computer knowledge test (50% qualifying criteria). The candidates who will clear computer knowledge test will appear for written test.
2. The selection criteria will be 100% weightage (35% minimum passing marks) for written test and the selection will be done based on the merit of marks obtained in the written test.

Last date for submission of applications: 15-06-2026 (till 05:00 pm).

The question paper will comprise of questions on:-

Basics of HIV, Counseling skills and Sociology

Instructions for document verification:-

- 1) The candidates are required to bring **original documents/certificates** comprising Academic certificates, category certificate, experience certificates, Proof of passing Punjabi upto Matric standard or its equivalent standard from any recognized institution/Board or proof of passed the Punjabi Language Proficiency Test conducted by the Department of Languages, Government of Punjab, category certificate issued from Punjab Govt. (if claimed), Age proof and Photograph alongwith photocopy of all testimonials.
- 2) Additional time shall not be given to submit the certificates/testimonials.
- 3) In case **candidate fails to produce any certificate/testimonial or found fake/forged on the day of document verification, the eligibility would be cancelled with immediate effect.**
- 4) Candidates will not be paid any TA/DA for attending document verification.

Instructions for written test (For candidates who will found eligible after document verification):-

- The candidates should reach the venue one hour before the start of the exam.
- The question paper will be in English and will be of objective type MCQs.
- There will be no negative marking.
- Candidates will be given 1:30 hours for the examination.
- Candidates must bring **one identity proof i.e. Aadhar Card/Voter Card** with them.
- Candidates will not be paid any TA/DA who will appear for written test.
- The use of mobile phones or other electronic gadgets are strictly prohibited at the examination centre/venue.

Online Link for application for the post of Counselor:

<https://forms.office.com/r/FvDzYCzeWD>

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 admnpacs1@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/courier/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 the **claim of 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. Provisionally eligible candidates from the category as specified in the **Table-1, Page-1** 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 for computer knowledge test. Subsequently, the candidates who will clear computer knowledge test will appear for written test.
- 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 and written test.
- n. Project Director, PSACS, reserves the **right to cancel/modify** the entire recruitment process at any stage without issuing any further notice.

sd/-
Project Director
Punjab State AIDS Control Society