



SAARC Tuberculosis and HIV/AIDS Centre

Thimi, Bhaktapur, P.O. Box No. 9517, Kathmandu, Nepal

Tel. No.: 00977-1-6632601, 6631048, 6632477, Fax No.:6634379, Email: director@saarctb.org Website: www.saarctb.org

STAC/Recruitment.Prof/2020/ 41

05 March, 2020

Subject: Recruitment of Professional Staff for the Posts of Epidemiologist and Technical Officer (HIV/AIDS) at the SAARC Tuberculosis & HIV/AIDS Centre.

Your Excellency,

I have the honour to mention that the posts of Technical Officer (HIV/AIDS) and Epidemiologist are vacant (since April, 2014 and March, 2019 respectively) at the SAARC Tuberculosis and HIV/AIDS Centre and on the recommendation of Twenty-ninth Meeting of the Governing Board of STAC (20-21 November, 2019) the necessary budget under the institutional cost for the year 2020 was approved by the Fifty-seventh Session of the Programming Committee.

2. In this context, the Centre has to recruit Professional Staff each for the Posts of Epidemiologist and Technical Officer (HIV/AIDS). As per the Service Rules of SAARC Regional Centre, "Recruitment should be made through advertisements at the national level and on the recommendations of Governments of Member Countries and the appointments of Professional would be made taking due account of geographic representation from the National of the Member States through open competition after advertisement.

3. The sending Member Governments shall continue to pay salaries of their official who will be recruited for the posts of Epidemiologist and Technical Officer (HIV/AIDS) at the STAC and shall bear all costs associated with the joining and return passage of the Professional staff and of their accompanying entitled family members and transportation of personal effects, including packing, handling and insurance charges in accordance with their respective rules and regulations.

4. The details of the qualification, experience, job description, recruitment procedures, allowances & other entitlements and application forms for the advertisement of these posts for the recruitment at the STAC against the vacant posts are enclosed herewith. The Application Forms and required information will be available on the Centre's website: www.saarctb.org.

5. I shall be grateful, if the details and Application Forms are circulated to the Member States with the request to send the list of suitable candidates for the posts by



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making the advertisement in national newspaper, specifying the required qualification, job description and other necessary information attached to these posts.

6. The Member States may also be kindly requested to send the applications with supporting documents of the short-listed candidates for these posts latest by end of May, 2020, so that the Selection Committee may be able to select the candidate for the posts at the earliest possible.

With kind regards,

Ecls:a.a.



Sincerely Yours,

Dr. Bibek Kumar Lal
Director

**H. E. Mr. Esala Ruwan Weerakoon,
SECRETARY GENERAL OF SAARC,
SAARC Secretariat,
Kathmandu**

Copy to Director (SA), SAARC Secretariat, Kathmandu.