****

**Job Title:** Kiosk Coordinators

**No. of Positions**: 6

**Location:** Varanasi, Agra, Allahabad, Bareilly, Sanbhadra and Lucknow- Uttar Pradesh

**Repot to**: Work Place Co-ordinator

**Remuneration:** CTC Rs. 1.20 Lacs to 1.44Lacs per annum

Hindustan Latex Family Planning Promotion Trust with support from Employees State Insurance Corporation, Ministry of Labour, Government of India is implementing a project titled “SANKALP” to reach out to the insured families of workers under ESI Scheme in the State of Uttar Pradesh. In the phase III , the project is targeting to increase uptake of RCH and HIV/AIDS services and prevention of vector borne and life style diseases among insured workers and their families in the intervention area. If you want to be a part of this important and challenging mission, please apply for the following position.

**Role & Responsibilities of Kiosk Counselor**

* Establishment and managing the functioning of Information Kiosks at ESI hospitals, dispensaries and industries
* Providing information and counseling to the IPs and their families on the issues of RCH, HIV/AIDS, vector borne and life style diseases and ESI schemes and services.
* IEC activities on the issues of RCH, HIV/AIDS, vector borne and life style diseases
* Referral and follow-up of the RCH, HIV/AIDS cases for the service uptake
* Linkages of the identified ANC, PNC and HIV/AIDS cases with the other activities under the project.
* Organizing awareness session in industries on RCH and HIV/AIDS, vector borne and life style diseases, and ESI services & benefits.
* Developing linkage between various project activities and health services available at ESIC hospitals/ dispensary.
* Proper record maintenance of the clients visited at kiosks and service provided.
* Provide support to work place co-ordinator in planning and implementation of work place intervention activities under the project.
* Identification and selection of industries for Work Place Intervention.
* Arrange and conduct awareness session and health camps in the identified industries to address issue on RCH, HIV/AIDS, vector borne and life style diseases and ESI schemes and services.

**Qualification**

S/he should be a graduate in social sciences, social work from reputed institution having 2-4 years of experience in counseling. S/he should possess good communication and counseling skills and good understanding of Reproductive and Child Health, HIV Prevention Issues and vector borne and life style diseases.

The selected candidates should be available to join at a short notice.

The above position is on fixed term contract basis and is located in the State of Uttar Pradesh

**Please Note: The interested candidates should send their detailed application along with CV within seven days after publication of this advertisement to:**

**Deputy Manager HR (Recruitment)**

Hindustan Latex Family Planning Promotion Trust

B-14 A, Sector 62,

NOIDA, UP – 201301

Or E-mail at [**careers@hlfppt.org**](mailto:careers@hlfppt.org) mentioning **“Application for the post of Kiosk Coordinator - SANKALP Uttar Pradesh**”in the subject line of E-mail or on the top of the envelop if sent by post.