

Assam Cancer Care Foundation

Sl No	Designation	Min Qualification	Min Experience	Age	Vacancies	Location	Type of Employment	Report To
1	Patient Navigator	Degree/Diploma Course in Clinical Psychology/ Behavioral Science OR Bachelor of Social Work/BA (Sociology)/BA (Anthropology)	Two years work experience in social work in hospitals/public health after obtaining qualification	Not more than 35 years	2	Silchar and Diphu	Annual contract Basis	District Health Manager

Desirable Skills:

1. Ability to liaise with Government officials, doctors, NGOs for community engagement in tobacco control.
2. Competent computer skills MS Office or equivalent, internet skills including use of e-mails, group messaging and data collection.
3. Fluency in spoken English, Hindi and local language.
4. Flexibility to work on a wide range of tasks.
5. Self-driven and excellent inter-personal skills.

Roles and Responsibilities:

1. PN has to coordinate with Health Camp Manager/District Health Manager /District Programme Coordinator (NCD, NHM) for mobilization of suspected cases for their diagnosis to the cancer centre.
2. PN has to contact/coordinate with relatives/ASHA/ANM/MPW of the suspected cases if direct contact with suspected cases is not possible.
3. PN has to give all the information during follow up call to the suspected cases related to financial benefits, free ambulance services, expected out of pocket expenditure and documents required to be taken to the territory centre.
4. Assist in collecting information of confirmed cancer cases and submit it to cancer registry
5. PN has to do documentation of the work and report timely to concerned reporting manager and execute any other work assigned by the Reporting Manager.

Send your application to hr@accf.in