

## **MANAGER (TEST TO TREAT OPERATIONS)**

**Reference Code** : HLL/HR/005/2026

**Job Title** : MANAGER (TEST TO TREAT OPERATIONS)

**Start Date** : 13.01.2026

**End Date** : 28.01.2026

**Contract Type** : Executive – Fixed Term Contract

### ***Company***

HLL Lifecare Limited (HLL), India's leading manufacturers and marketers of contraceptive, Health Care and Pharma products is a Mini Ratna Central Public Sector Enterprise under the Ministry of Health and Family Welfare. HLL is a global leader in the area of contraceptives, hospital products and healthcare services. With 8 manufacturing units, 3 subsidiary / joint venture companies, 21 regional offices. HLL exports products to over 85 countries. Besides this, HLL is engaged in providing healthcare and diagnostic services, consultancy and contract services for healthcare infrastructure projects and consultancy services for procurement of medical equipment and devices in healthcare sector. Thus, HLL is positioned as a total healthcare solution provider catering to the well-being of society at large.

***Department:*** Healthcare Services Division

### ***Tasks :***

#### **1. Program Implementation:**

- Oversee the implementation of the Test to Treat health scheme program across various locations.
- Serves as primary contact for implementation of Test to Treat health scheme
- Responsible for meeting agreed timelines and TAT
- Responsible for documentation of the project
- Coordination of activities with Govt department, strategic partners and other stake holders.
- Responsible for scheduling training and assembling the staff for orientation program monthly weekly ensuring continual improvement of staff
- Ensure the procurement of machines and reagents wherever it is required as per test list and new tests involved in Test to Treat health scheme.
- Supervision and management of health screening programs including health camps and Door to Door health screening programs.
- Responsible for ensuring stock management of inventory in coordination with inventory department.
- Coordination with different category of labs for testing and reporting.
- Logistic management of resources, samples etc.
- Health screening report verification and circulation to beneficiaries
- Management and coordination of Mobile Medical Units
- Medicine supply and distribution coordination.

- Hospital services coordination
  - Responsible for documentation of monthly records of TAT achievement, processing details, treatment delivered to total patient monthly
  - Periodic coordination with Govt departments
  - Responsible for assessing the manpower appraisal and their field performance
  - Responsible for visits at locations and supervisions of Test to Treat sample collection and services
2. **Testing Coordination:** Manage testing services, including sample collection, transportation, and laboratory testing.
  3. **Treatment Initiation:** Ensure timely initiation of treatment for patients who test positive.
  4. **Resource Management:** Allocate and manage resources such as personnel, equipment, and supplies.
  5. **Quality Assurance:** Implement and monitor quality control measures for testing and treatment services.
  6. **Stakeholder Engagement:** Collaborate with local health authorities, healthcare providers, and community organizations.
  7. **Data Management:** Collect, analyze, and report data on testing and treatment outcomes.
  8. **Training and Capacity Building:** Provide training to healthcare workers on testing and treatment protocols.
  9. **Compliance and Regulatory Adherence:** Ensure compliance with relevant regulations and health standards.
  10. **Community Outreach:** Organize community outreach programs to raise awareness about the importance of testing and treatment.

## ***Requirements***

**Maximum Age:** 40 years as on 01.01.2026

### **Pay Range :**

Basic pay range : Rs. 30000 - 50000/-

Annual CTC : Rs.8.85 Lakhs (Metro) (approx.) at the minimum of the range.

### **Qualification:**

Essential: MSC in Medical Microbiology, Medical Biochemistry, Medical Biotechnology, Microbiology, Biochemistry, Biotechnology, MLT, Immunology, Virology, MSc (Health Science Program) Or MBA (Healthcare)/MBA (Hospital Administration) /MPH/MHA.

### **Post Qualification Experience:**

Essential: Minimum **4 years** of experience in operating and managing large scale health care sector projects, hospital management projects, diagnostic service projects in multiple locations etc in a supervisory or managerial level.

**No. of Positions** : 1

**Posting Location** : Mumbai

### Instructions for Applying Through the Google Form:

1. Access the Google Form using the following link: [Click here to Apply](#).
2. Download the prescribed job application form from the link provided in the form or from the HLL website.
3. Fill in the application form digitally and save it as a PDF or Word file. Handwritten applications will not be accepted.
4. Upload the completed application form using the file upload option in the Google Form.
  - Maximum upload size: **10 MB per file**.
5. Attach additional supporting documents **in PDF or Word format** if required (CV, educational/experience certificates, latest salary slip), ensuring each file is under 10 MB.
6. Select the correct post applied for in the form to ensure proper processing.
7. Submit the form on or before the deadline. Late submissions will not be considered.

### General Conditions:

1. Before applying, candidates should ensure that they fulfil all the eligibility criteria mentioned in the advertisement.
2. Applications not in the prescribed format **will not be considered** for selection process and no further communication will be sent separately.
3. Application Format can be downloaded from the website.
4. Job title and Reference code should be clearly mentioned in the Application form
5. All information submitted in the application will be verified with original documents at the time of the interview. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/her candidature is liable to be rejected/cancelled at any stage of the recruitment process.
6. Only Indian Nationals are eligible to apply.
7. SC/ST/OBC/PwD candidates will be eligible for relaxation as per Government of India directives.
8. SC/ST candidates are required to submit SC/ST Caste Certificate in the format as applicable for appointment to posts under Government of India.
9. OBC candidates are required to submit Other Backward Class Certificate ('Non-Creamy Layer') (Certificate should be in the format as applicable for appointment to posts under Government of India).
10. The crucial date for determining the age limit shall be same as the cut of date for calculating Qualification & Post Qualification Experience of the candidates.
11. HLL reserves the right to cancel, restrict, or modify the selection process, or to not fill any or all of the posts notified, at its discretion. The number of vacancies may also be increased or decreased based on organizational requirements.

12. Candidates working in Government, Semi-Government Organizations, Public Sector Undertakings, or Autonomous Bodies must provide a No Objection Certificate (NOC) at the time of the interview.
13. The decision of Management regarding selection will be final.
14. Canvassing in any form will be a disqualification