



Uttar Pradesh Medical Supplies Corporation Limited, Government of Uttar Pradesh
Recruitment for 31 Deputation/ Contractual Vacancies
(Please view vacancy details at www.upmsc.in or www.sams.co.in)



CAREER OPPORTUNITY

Recruitment for Multiple Vacancies Under UP Medical Supplies Corporation Limited, Government of Uttar Pradesh

Dated: 28/11/2019

Headquartered in Lucknow, **Uttar Pradesh Medical Supplies Corporation Ltd. (UPMSCL)** is registered under the Companies Act 2013 and set up with a seed capital of Rs. 20 Crores from the state exchequer. It is headed by an IAS officer and acts as the nodal organization for centralized procurement and distribution of drugs and equipment to Government Health Facilities in Uttar Pradesh.

UPMSCL' vision is to ensure availability of quality drugs, medical equipment at lowest cost at all public health facilities

Besides procuring medicines and equipment, **UPMSCL** will also enter into private-public partnerships for bringing changes in the health sector.

Basic Objective of UPMSCL:

- 1) Ensuring coverage of all the essential drugs under Rate Contract;
- 2) Facilitating supplier selection, contract negotiation and share of business allocation;
- 3) Establishment and execution of Centralized procurement systems for the procurement of drugs, consumables and medical equipment in Uttar Pradesh;
- 4) Ensuring quality control and availability of all the drugs & consumables and medical equipment at district drug warehouses, procured through **UPMSCL**;
- 5) Ensuring timely payments to the suppliers against the procurement of drugs, consumables and medical equipment by **UPMSCL**;
- 6) Maintaining records related to indents/ requirements, purchase orders, supply and consumption of drugs, consumables and medical equipment and support in the preparation of annual forecasting and budgeting process;
- 7) Reconciliation of indents vs budgetary allocations and budget variance analysis for procurement of drugs, consumables and medical equipment;
- 8) Procurement of medical equipment or other materials based on purchase requests received from others department/ organization of Government of Uttar Pradesh.

For more information about the organization, please visit <http://www.upmsc.in>

UPMSCL is inviting applications from eligible candidates for 31 Deputation/ Contractual Vacancies

Details of the vacant positions, number of vacancies, qualification, experience, age, and honoraria are given in the table below:

S. NO.	POSITION NAME	POSITION CODE	ToR		No. of Vacancies	Vacancy Details Reservation Category	*Max Age Limit (In Year from open market)	HONORARIA IN INR (PM)	Mode of recruitment	Matrix Level in case of Deputation
			Essential Qualification	Essential Experience						
1	General Manager (Finance & Accounts)	GM-FA	Applicants must be CA / CS / ICWA / M.Com with MBA from a recognized institution/University.	Applicants must have minimum 7 years of post qualification experience in the field of Finance and Accounts with minimum 2 years of working experience in any PSU/ Government Agencies in Finance & Accounting.	1	(1-UR)	50	Rs. 1,40,000	Deputation/ Contractual	12
2	General Manager (Drug Procurement)	GM-DP	Applicants must have full time B.Pharm degree (or) Graduate in Science (Chemistry / Bio-Chemistry) discipline from a recognized institution/University.	Applicants must have: Minimum 7 years of post-qualification experience in procurement, of which at least 3 years in procurement of drugs or related supplies for public agencies.	1	(1-UR)	50	Rs. 1,40,000	Deputation/ Contractual	12
3	General Manager (Supply Chain)	GM-SC	Applicants must have a B.Pharm/B.E/B.Tech/M.Sc (Chemistry/Bio-Chemistry) /PG degree / PG diploma in Management / Administration from a recognized University/ institution.	Applicants must have: Minimum 7 years of post-qualification experience in supply chain Management / Drug Warehouse Management, of which at least 3 years in supply chain management of drugs and medical supplies	1	(1-UR)	50	Rs. 1,40,000	Deputation/ Contractual	12
4	General Manager (Services)	GM-S	Applicants must have PG Degree / Diploma in Business Administration / Management from a recognized university/ institution.	Applicants must have minimum 7 years of experience in Services contracting / PPP.	1	(1-UR)	50	Rs. 1,40,000	Deputation/ Contractual	12
5	Manager (Drugs Procurement)	M-DP	Applicants must have B.Pharm/ Graduate in Science (Chemistry / Bio-Chemistry) discipline from a recognized university/ institution.	Applicants must have minimum 3 years of post qualification experience of which at least one year should be in procurement of drugs or related supplies.	2	(1-UR, 1-SC)	45	Rs. 80,000	Deputation/ Contractual	10
6	Pharmacist (Drugs Procurement)	PH-DP	Applicants must have B.Pharm. Degree (or) Graduate in Science (Chemistry / Bio-Chemistry) discipline from a recognized university/ institution.	Applicants must have one year overall experience of which at least six months experience must be in drug procurement/drug logistics or drug supply chain.	6	(3-UR, 1-OBC, 2-SC)	45	Rs. 50,000	Deputation/ Contractual	8
7	Pharmacist (Quality Control)	PH-QC	Applicants must have B.Pharm. Degree (or) Graduate in Science (Chemistry / Bio-Chemistry) discipline from a recognized university/ institution.	Applicants must have minimum two years of experience, in drug quality control.	4	(2-UR, 1-OBC, 1-SC)	45	Rs. 50,000	Deputation/ Contractual	8

S. NO.	POSITION NAME	POSITION CODE	ToR		No. of Vacancies	Vacancy Details Reservation Category	*Max Age Limit (In Year from open market)	HONORARIA IN INR (PM)	Mode of recruitment	Matrix Level in case of Deputation
			Essential Qualification	Essential Experience						
8	Consultant Health	CON-HEL	Applicants must have MBBS degree with MD (Medicine/Social & Preventive Medicine) or Degree/Diploma in Public Health Management from a recognized University/Institution.	Applicants must have 5 years of overall experience of Public Health Management.	1	(1-UR)	55	Rs. 2,00,000	Deputation/ Contractual	13
9	Consultant - Equipment & Services Procurement	CON-ESP	Applicants must have Bachelor in Bio-Medical Engineering/Masters degree in Public Health/Post graduate degree or diploma in Management/Administration from a recognized institution/university	Applicants must have: (i) Minimum 8 years of post-qualification experience of which at least 3 years in procurement of medical equipment for public &/or Government agencies.	1	(1-UR)	55	Rs. 2,00,000	Contractual	
10	Manager (Financial Planning & Analysis)	M-FPA	Applicants must have CA(Inter) / ICWA(Inter) / MBA (Finance)/ PGDM (Finance) / M.Com degree from a recognized institution/University.	Applicants must have minimum five years of overall experience of which two years of experience in Financial Management.	1	(1-UR)	45	Rs. 80,000	Deputation / Contractual	10
11	Manager (Services)	M-S	Applicants must have PG Degree / Diploma in Business Administration / Management from a recognized university/ institution.	Applicants must have minimum 5 years of post qualification experience, of which at least 3 years in Services Contracting / PPP.	1	(1-UR)	45	Rs. 80,000	Deputation/ Contractual	10
12	Manager Warehouse (Supply Chain)	MWH-SC	Applicants must have a B.Pharm (or) PG Degree / Diploma in Business Administration / Management from a recognized university/ institution.	Applicants must have minimum 5 years of post qualification experience in Supply Chain Management, of which at least 3 years in Pharmaceuticals Supply chain / Drug Warehouse Management.	4	(2-UR, 1-OBC, 1-SC)	45	Rs. 80,000	Deputation / Contractual	10
13	Assistant Manager (Supply Chain)	AM-SC	Applicants must have a B.Pharm (or) PG Degree / Diploma in Business Administration / Management from a recognized university/ institution.	Applicants must have minimum 2 years of post qualification experience in Supply Chain Management, of which at least one year in Pharmaceuticals Supply chain / Drug Warehouse Management.	4	(2-UR, 1-OBC, 1-SC)	40	Rs. 60,000	Contractual	
14	Biomedical Engineer (Equipment Procurement)	BE-EP	Applicants must have a Biomedical Engineering degree from a recognized university/ institution.	Applicants must have minimum 3 years of experience in the field of biomedical engineering.	3	(1-UR, 1-OBC, 1-SC)	45	Rs. 50,000	Contractual	

Online Submission of Application Starts from **November 30, 2019, at 12:01 AM**

The Last Date of Submission of Online Application is **December 12, 2019, at 11:59:59 PM**

NOTES:

- (1) Only online submission of application is acceptable. Applications sent by any other mode shall not be entertained hence candidates are advised to apply On-line only.
[Please Note: Only online application submitted by the candidates shall be considered valid. Uploaded CV shall be interpreted only for the additional information, and eligibility of the candidates shall be determined based on the information provided on the online form. Any claim to take into consideration the information provided in the CV shall not be considered. Applications received through other sources shall be deemed invalid.]
- (2) Regular government employees are encouraged to apply on deputation.
- (3) In case of selection of the candidate on deputation, NOC would be required from the parent department at the time of joining from the selected candidate.
- (4) Vacancies shall be subject to the State Reservation Policy of Uttar Pradesh.
- (5) Candidates having domicile of Uttar Pradesh state who are claiming reservation in their respective category must submit the Caste certificate along with permanent residential proof in the prescribed format issued by the competent authority. Candidate having domicile of other state will be treated under Un-reserved category.
- (6) For open market positions it will be on a contractual basis, initially for a period of three years, extendable thereafter, based on performance and subject to further approval by UPMSCL. For deputation positions, it will be guided by the deputation rules.
- (7) **UPMSCL** reserves the right to cancel any or all positions at any stage of the recruitment process. The number of vacant positions may vary at any stage during the recruitment process.
- (8) If at any stage of recruitment, it is found that the candidate does not fulfill the eligibility criteria and/or that he/she has furnished incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. The decision of the **U.P. Medical Supplies Corporation Ltd.** in any matter relating to the recruitment at any stage of the recruitment process will be final and binding upon the candidates.
- (9) Please note **November 28, 2019** shall be taken as reference date for computing age, qualification, experience, etc.
- (10) Personal interview process shall be carried out for the selection of the above position.
- (11) Maximum 10 candidates shall be shortlisted for final interviews, in case the number of eligible candidates is more than 10, a preliminary interview/selection process shall be carried out for shortlisting 10 candidates for final interviews.
- (12) Candidate applying on deputation shall be given preference in the selection of the above positions.

*Age relaxation shall be provided as per the State Reservation Policy.

*Age relaxation for a candidate applying on Deputation shall be in accordance with Govt. of UP Service Norms.

**Managing Director
UPMSCL, Uttar Pradesh**

INSTRUCTIONS FOR FILLING ONLINE APPLICATION FORM:

Online Recruitment Application is spread over different sections designed to obtain information related to the candidate's Personal Profile, Educational Qualification, Experience, Image, CV/ Resume and Documents and Submit Application.

Before filling up the Online Recruitment Application, candidates are advised to go through the relevant Advertisement available on www.upmsc.in and www.sams.co.in.

A. PROCEDURE AND STEPS TO BE FOLLOWED TO SUBMIT ONLINE APPLICATION FORM

The Application will be submitted online through the URL <http://upmscl.samshrm.com/>

STEP-1: Click on the “**NEW REGISTRATION**” button fill-up the Registration Form.

If you are already a registered user, click on the “**ALREADY REGISTERED**” button and enter **Login ID and Password** to proceed.

STEP-2: After submission of Registration Form, the applicant shall receive an SMS containing **User Id and Password**. (*Kindly save/ note the User ID and Password as this will be required for future login or for applying to the current available live jobs*)

STEP-3: Keep ready following documents before starting to fill the online submission of Application Form:

- i. Profile image
- ii. Signature image
- iii. Update CV/ Resume (CV with following extension .docx .doc and .pdf with size not exceeding 500 KBs. shall be accepted for submission)

STEP-4: After successful registration, the applicant can login to apply for the position. After login “**JOB DASHBOARD**” will be opened. The applicants can view position name, no. of vacancy, vacancy reservation info in “**JOB DASHBOARD**” section. (*Applicants are requested to read and understand the eligibility criteria, reservation policy, etc. for the post they are applying for*).

STEP-5: Click on the “**आवेदन करें / Apply Now**” button to apply for the position you are eligible and wish to apply.

STEP-6: Once you click on the “**आवेदन करें / Apply Now**” button following section will appear in the Application Form.



STEP-7: Please complete the **PERSONAL SECTION** and click on the “**SUBMIT & PROCEED TO NEXT**” button.

STEP-8: Please complete the **QUALIFICATION SECTION** and click on the “**SUBMIT & PROCEED TO NEXT**” button.

STEP-9: Please complete the **EXPERIENCE SECTION** and click on the “**SUBMIT & PROCEED TO NEXT**” button.

STEP-10: Please upload the required image and documents in the **IMAGE & DOCUMENTS SECTION** and click on the “**SUBMIT & PROCEED TO NEXT**” button.

FINAL STEP:

- After filling all the details, there is a provision for reviewing the details which applicants have filled in the Application Form by clicking on the “**Preview Application**” button before final submission. The preview page will display all the details that Applicants have mentioned in his/ her application form.
- Applicants are advised to go through all the details filled for the position carefully and attentively, as, after the final submission of the application form, the applicant shall not be able to edit and/or resubmit the application again.
- Before final submission of online Application Form, applicants are required to read the declaration given on the website carefully and provide their consent on it, failing which the applicant won't be able to complete registration. The applicants must check the details carefully before final submission of the application form.
- Once Applicants are sure about the details filled by them in the application form, they can click on the “**Confirm & Submit Application**” button for the final submission of their applications.
- After successful submission of the Application Form, the applicant will receive an SMS on his/ her RMN (Registered Mobile No.) containing the application reference no, which can be used for future reference.
- Applicants can now print/download their application form for their further reference.
- Candidates are advised to take a print of this page by clicking on the “**Print**” option for their future reference.
- The applicant can view his/her application anytime by logging in to the above website.

B. GENERAL INSTRUCTIONS

(1) Applicants are advised to read the instructions and guidelines carefully before submitting the application form.

- (2) The applications submitted before the closing date (**December 12, 2019, 11:59:59 PM**) shall be accepted. The procedure of submission of the application form should be completed online only, applications sent by any other mode shall be rejected.
- (3) Incomplete applications or applications submitted without photograph, signature, or supporting documents shall be rejected based on lack of information.
- (4) Applicants are required to provide all the mandatory information [**Marked with * (asterisk) sign**] in the application form.
- (5) The applicants shall be responsible to ensure that all the details are successfully submitted online before the closing date. Applicants should ensure that the Application Status of the Application Form is "**Submitted Successfully**"; half-filled applications shall be treated as incomplete and shall be considered rejected.
- (6) Request for change or correction of any information shall not be entertained once online form is submitted. However, after the announcement of the screening outcome, if there is any query regarding the screening outcome and their status; Candidates shall be given 2-4 days (depending upon **UPMSCL** approval) to raise their query. The screening committee shall reply to the candidates' query within 5 working days of receipt of the e-mail. Based on the conclusion of the screening committee, the screening status of the candidate may change.
- (7) If a candidate submits more than one application form for the same position, his/her candidature may be liable to get cancelled. No notice shall be sent in this regard.