



Bihar Medical Services & Infrastructure Corporation Limited

5th floor, Biscomaun Bhavan, Gandhi Maidan, Patna 800 001
Phone: +91 612 2219634; Fax: +91 612 2219635

www.bmsicl.gov.in



Recruitment Advertisement

Bihar Medical Services & Infrastructure Corporation Ltd. (BMSICL) has been established by state government with an objective to expedite creation of and streamlining of existing infrastructure and services in the healthcare sector. The Corporation is the sole procurement and distribution agency of drugs and equipment for all establishments under the Department of Health, Govt. of Bihar. The Corporation is also responsible for undertaking construction of healthcare facilities and related infrastructure/buildings in the State. The corporation is also working in areas of healthcare services management, public private partnership for healthcare service delivery and related areas.

BMSICL invites applications from eligible candidates for the following positions:

SN	Post Level	Functional Area	No. of Positions	Category	Monthly Salary Range (in Rs. '000)
1	Dy. General Manager	Finance & Accounts	1	Gen	
2	Dy. General Manager	Logistics	1	Gen	55 – 80
3	Dy. General Manager	Drugs	1	Gen	
4	Manager	Equipment	1	EBC	30 - 55
5	Assistant Manager	Logistics / Warehouse	1	Gen	20 – 30
6	Assistant Manager	Personal Assistant	1	Gen	
7	Executive	Logistics / Warehouse	1	EBC	15 – 20

For detailed information relating to eligible qualifications and experience, desirable qualifications and experience, other eligibility criteria, application form, application and selection process, duties and responsibilities for various posts and other relevant information, please visit the career section of BMSICL website www.bmsicl.gov.in

The last date for receipt of application is 25th July 2014.

Praveen Kishore
Managing Director



General Conditions:

1. Reservation rules as per Government of Bihar apply to all these posts
2. Age limit for applicants under General category is 40 years, for BC/EBC/BC(F) 43 years and for SC/ST 45 years for all positions. However relaxation in age limit would be given to candidates with work experience, which will be equivalent to the no. of completed years of work experience.
3. The post of DGM (Drugs) is open for Government employees on deputation basis. Govt. employees have to apply through proper channel. In case, the original application routed through proper channel is likely to be delayed, a copy of the application should be sent in advance to reach BMSICL before the prescribed date. All such candidates are required to produce No Objection Certificate from present employer at the time of interview. Salary for Govt. employees on deputation will be as per Govt. rules.
4. Retired Government employees under 65 years of age with requisite qualifications and experience may also apply for the post of DGM (Drugs). Salary of retired Government employees will be decided as per the notifications/regulations as decided by the Govt. of Bihar from time to time.
5. For Manager level posts, candidates who are in their final year of graduation/awaiting their final year result in the respective stream may also apply. However if they are unable to submit their result by 31st Aug'14 their candidature would automatically be cancelled.
6. The open market recruitment will be on contractual basis.
7. Application fees is Rs. 100/- for SC/ST/PWD candidates. For candidates of all other categories, application fees is Rs. 300/-. The Application fee is to be submitted in the form of a Demand Draft which should be drawn on any nationalized bank and payable at Patna favoring "Bihar Medical Services & Infrastructure Corporation Ltd."
8. Application in the prescribed format and complete in all respects, along with the demand draft and self-attested copies of all educational qualification certificates/ marksheets, caste & experience certificates must be sent by Courier/Speed Post/Regd Post to The Managing Director, Bihar Medical Services & Infrastructure Corporation Ltd, 5th Floor, Bismaun Bhawan, Gandhi Maidan, Patna-800001, latest by July 25, 2014, 5:00 PM. Hand delivery of applications will not be accepted. No applications would be accepted after the stated deadline. The name of the post applied for, must be mentioned on top of the envelope. BMSICL would not be responsible for any postal delay.
9. Candidates applying for more than one post are required to submit separate application form and fee.
10. Applications received in other than the prescribed format/mode or incomplete in any respect or without the demand draft or without copies of marksheet/certificates/ testimonials etc. will summarily be rejected.
11. The specified required qualification for all posts is the minimum and it does not mean that all candidates having the minimum qualification will be shortlisted. BMSICL reserves the right to decide and adopt a criterion to restrict the number of candidates for interview to a reasonable limit.
12. Depending on the requirement, BMSICL reserves the right to conduct written/online/typing test and/or interview for shortlisting and/or recruitment of candidates for any or all positions.
13. BMSICL reserves the right to cancel any or all the positions mentioned above without assigning any reason.
14. Any disputes will be subject to Patna Jurisdiction only.

**Sd/-
Managing Director**



Bihar Medical Services and Infrastructure Corporation Ltd. (BMSICL) has been established by Government of Bihar for supply chain management of drugs and medical equipment; for design and construction of buildings and infrastructure in healthcare sector; and for handling various services in healthcare operations.

Applications are invited from eligible candidates for the following posts:

1. Post Level : Deputy General Manager

Functional Area: Finance & Accounts

Number of Position – 1

Category – General

Salary Range– Rs. 55,000 to Rs. 80,000 per month (consolidated)

DGM (Finance & Accounts) will be responsible for the functioning of the Finance Unit. The incumbent will (either independently, or under direct supervision of the General Manager of the Unit) manage various functions of the Finance Department i.e. Cash, Costing Audit, Establishment, Budgeting, Inventory Control, Attending to Govt. Auditors and finalization of accounts etc.

FOR OPEN RECRUITMENT:

MINIMUM QUALIFICATIONS REQUIRED	MINIMUM EXPERIENCE REQUIRED
CS/CA/MBA (Fin)/CFA/CWA/PG in Finance	4 Years in Managerial Capacity

2. Post Level: Deputy General Manager

Functional Area: Logistics

Number of Position – 1

Category – General

Salary Range– Rs. 55,000 to Rs. 80,000 per month (consolidated)

Dy. General Manager (Logistics) will be responsible for handling all stores, inventory and logistics related issues like storage, inventory control, quality assurance, transportation, distribution etc. for drugs, equipments and other hospital supplies procured by the corporation. S/he will develop procedures, policies and standards and manage the logistics system for warehousing, transportation and Inventory Control of procured goods; develop and maintain online inventory control systems; S/he will also prepare bidding documents, implementation plans and budgets for outsourcing of warehousing, transportation, distribution of health products;

FOR OPEN RECRUITMENT:

MINIMUM QUALIFICATIONS REQUIRED	Minimum Experience Required	Desirable
MBA/PG in Statistics/mathematics/ Operations/Logistics/Transport/ Supply chain/Pharma/Graduate in production/ EE/Process/Mechanical/Biomedical /biochemical/Bio-engineering/clinical engg/industrial/chemical	4 Years in Managerial Capacity	experience of working in large hospitals/ medical colleges



3. Post Level: Deputy General Manager

Functional Area: Drugs

Number of Position – 1

Category – General

Salary Range – Rs. 55,000 to Rs. 80,000 per month (consolidated)

Dy. General Manager (Drugs) will lead the Drugs Procurement Unit. The incumbent will be responsible for Procurement of all drugs and related supplies on behalf of BMSICL and also for Short and long term forecasting of drugs required at every level of the public health care system in Bihar. S/he will also be responsible for Tendering, contracting, & vendor management vis-à-vis drugs.

REQUIRED QUALIFICATIONS AND EXPERIENCE:

For State Govt Employees on deputation basis	For Retired Govt Employees (under 65 years of age)
15 years work experience as Drug Inspector	Retired Drug inspectors having worked under any State Govt.

FOR OPEN RECRUITMENT:

MINIMUM QUALIFICATIONS REQUIRED	MINIMUM EXPERIENCE REQUIRED	DESIRABLE EXPERIENCE
Graduate in Pharmacy/Biotech/Bioengineering/Clinical Technology/Chemical Engineering/Biochemical /PG in Pharma Management/ Biotech/MBBS	4 Years in Managerial capacity	Experience of working in large Hospitals/Medical Colleges

Additional Desirable Skills: Extensive knowledge of purchasing methods and systems and In-depth understanding of procurement of drugs and surgical supplies.

4. Post Level : Manager

Functional Area: Equipment

Number of Positions – 1

Category: EBC

Salary Range – Rs. 30,000 to 55,000 per month (consolidated)

Manager (Equipment) will assist in the procurement of all hospital equipment and surgical items for BMSICL. S/he will be involved in the tendering, contracting and vendor management for equipments and would also look into the repair and maintenance of all hospital / health care equipment procured by the Corporation.

FOR OPEN RECRUITMENT:

MINIMUM QUALIFICATIONS REQUIRED	Desirable
MBA/MBBS/Graduate degree in Biomedical / bio-engineering / process / Clinical Engg./ Mechanical/ Instrumentation /Control /EE	experience of working in large hospitals/ medical colleges



5. Post level: Assistant Manager

Functional Area: Logistics / Warehouse

Number of Position – 1

Category – General

Salary Range – 20,000 to 30,000 per month (consolidated)

Assistant Manager (Warehouse) will be posted in any of the District Drug Warehouse of the Corporation in Bihar or at the Headquarter. S/he will have full responsibility for management of the warehouse and for receipt, storage, inventory control, recording, issuing, verifying, and disposal of the stock of drugs, sutures and surgical items as per documented procedure. S/he will also implement Quality Assurance System and sending samples of drugs for lab. Test in time

MINIMUM QUALIFICATIONS REQUIRED: Graduate in Pharmacy/Biotech/ Bioengineering/Clinical Technology/ Chemical Engineering/Biochemical /PG in Pharma Management/ Biotech/MBBS

ADDITIONAL DESIRABLE SKILLS: Understanding of procurement of drugs and other hospital supplies & Knowledge of Materials Management, Supply Chain Management and Contracts Management.

6. Post Level: Assistant Manager

Functional Area: Personal Assistant

Location: Patna (Bihar)

Number of Positions – 1

Category: General – 1

Salary Range – 20,000 to 30,000 per month (consolidated)

Personal Assistant's main responsibility will be to assist the Managing Director in all office related work. S/he will be responsible for screening telephone calls, enquiries and requests, and handling them appropriately, meeting and greeting visitors at all levels of seniority; organising and maintaining diaries and making appointments; dealing with incoming email, faxes and post, taking dictation and minutes; producing documents, briefing papers, reports and presentations. S/he will organize external business meetings & conferences, travel arrangements - itinerary, tickets, and hotel reservations and will be responsible for maintaining all records and documents, drafting minutes of the meetings, circulars, agreements. S/he will independently handle all confidential correspondence, effective co-ordination to maintain systematic record keeping and will organize the work flow, follow up till completion and will coordinate with various departments/ offices.

FOR OPEN RECRUITMENT:

MINIMUM QUALIFICATIONS REQUIRED	DESIRABLE QUALIFICATIONS
Graduate with a typing speed of 30 words per minute	good knowledge of computers, typing and shorthand



Bihar Medical Services & Infrastructure Corporation Limited

5th floor, Biscomaun Bhavan, Gandhi Maidan, Patna 800 001
Phone: +91 612 2219634; Fax: +91 612 2219635

www.bmsicl.gov.in

7. Post : Executive

Functional Area: Logistics / Warehouse

Number of Position – 1

Category – EBC

Salary Range – 15,000 to 20,000 per month (consolidated)

Executive (Warehouse) will be posted in any of the District Drug Warehouse of the Corporation or at the Headquarter. S/he will be responsible for the receipt, storage, inventory control, recording, issuing, verifying, and disposal of the stock at the warehouse. Other responsibilities include ensuring timely documentation, record keeping, safe storage of drugs, Periodic physical verification of stock, proper maintenance of infrastructure at Warehouse, proper inventory control of stock of drugs etc.

MINIMUM QUALIFICATIONS REQUIRED: Graduate/Diploma in Pharmacy Science.
