



## ODISHA STATE MEDICAL CORPORATION LIMITED.

(A Government of Odisha Undertaking)

Office: Convent Square, In front of Ram Mandir, Bhubaneswar – 751007, Odisha

Website: [www.osmcl.nic.in](http://www.osmcl.nic.in), e-mail: [rec.osmcl@nic.in](mailto:rec.osmcl@nic.in)

### Advertisement for Recruitment

No. 01 /OSMC/REC./HR/2017

Dated 27/05/2017

Odisha State Medical Corporation Ltd. (OSMC), Bhubaneswar invites online applications from eligible candidates for filling up the following posts created for the Corporation:

Sl. No.	Name of the Post	Total Nos. of posts	Reservation Category	Scale of Pay (Pay Band) & Grade Pay
1	Manager – Logistics	1	UR - 1	Rs 15600 – Rs 39,100 (Pay Band : 3) Grade Pay: Rs 5400/-
2	Sr. Pharmacist (Warehouse)	9	ST – 9 (W - 3)	Rs 9300 – Rs 34,800 (Pay Band : 2) Grade Pay: Rs 4200/-
3	Jr. Pharmacist (Quality Assurance)	2	UR – 1 UR ( W ) – 1	Rs 5200 – Rs 20,200 (Pay Band : 1) Grade Pay: Rs 2400/-
4	Jr. Pharmacist (Warehouse)	12	UR ( W ) – 1 SC – 3 (W – 1) ST – 8 (W - 4)	Rs 5200 – Rs 20,200 (Pay Band : 1) Grade Pay: Rs 2400/-

Interested applicants should fill up the online application forms and upload the supporting documents in the “ Online Recruitment “ section of the website [www.osmcl.nic.in](http://www.osmcl.nic.in). **Online application forms will close by 19.06.2017, 11:59 PM.** Hence they must fill up the online application forms and upload documents within this period.

After filling up of the online application forms, they should then download the application forms, sign the same and send them along with the supporting self-attested documents by speed post / registered post / courier to the following address : **Odisha State Medical Corporation Ltd., In front of Ram Mandir, Convent Square, Bhubaneswar, Odisha, 751007.**

**Last date of receipt of applications and documents by post is by 29.06.2017, 6:00 PM.** Only applications received through post by the stipulated date and time will be considered.

Envelops should be superscribed with the name of the post applied for and the application number.

For details of the posts like scale of pay, eligibility criteria selection modalities, general instructions / information, guideline for filling up of the online application form, mode etc., the applicants may visit the “ **online recruitment** “ section of OSMC website [www.osmcl.nic.in](http://www.osmcl.nic.in)

Sd/-  
Managing Director  
Odisha State Medical Corporation

## Manager – Logistics

**Nos. of post :** 01 – Unreserved (UR)

**Terms of Reference ( Job Responsibility ) :**

S/he shall be responsible for –

- Developing and implementing guidelines for efficient management of Logistics and Supply Chain Management of Warehouses.
- Implementing national / international Best Practices for storage of all procured items.
- Ensuring timely & effective distribution network.
- Maintaining and monitoring Logistics Management Information Systems, Inventory and Stock Management Systems.
- Preparing frameworks for quality standards for supply chain management, storage & distribution network to minimise loss & avoid any stock-out.
- Any other work as will be assigned by appropriate authority.

**Eligibility criteria:** Bachelor in Pharmacy (with minimum 60% of marks) with 5 years of post – qualification experience in Pharmaceutical Warehouse management, drug inventory management.

However relaxation of 10% marks will be given for SC / ST category candidates.

**Age limit :** The maximum age limit for the post is 40 years as on the last date for submission of online application form i.e 19.06.2017. However relaxation of age upto 10 years for PWD candidates, 5 years for SC / ST / SEBC / Women candidates shall be allowed.

***All other mandatory general eligibility conditions as laid down in the “General Instructions” shall be applicable.***

**Scale of Pay :** Pay Band – 3 ( Rs. 15600-39100) with Grade Pay of Rs.5400/-. DA and other allowances will be paid as per Corporation norms.

**Place of posting :** Head Quarter of the Corporation ( Bhubaneswar ).

**Selection Modality :**

**A.** Computer Based Written Test (weightage of 50%), which will consist of three sections -

i. Theoretical Knowledge (40 marks)

ii. Work domain knowledge (30 marks)

iii. General aptitude (30 marks). Test of General aptitude will include verbal, quantitative, comprehension and data interpretation components.

**B.** Career Marks - with weightage of 35%. (HSC or equivalent -10 %, Intermediate or equivalent - 10%, B.Pharm - 15%)

**C.** Interview (weightage of 15%)

(Candidates will be short listed for interview in the proportion of 1:15 on the basis of score in the written test and career marks taken together as explained above). The final selection shall be made on the basis of the total score in the written test, career marks and marks secured in personal interview.

Date and Venue of Computer Based Written Test and Interview will be intimated through notification in the OSMC website / sms / e-mail to the candidates.

## Sr. Pharmacist (Warehouse)

**Nos. of post :-** ST-9 (ST Women -3)

### **Terms of Reference ( Job Responsibility ) :**

They will be responsible for:-

- Maintenance of updated stock.
- Management of warehouse as per quality assurance protocols and requirement for different sensitive areas.
- Maintaining good inventory management system.
- Daily coordination with OSMC.
- Ensuring proper timing cleanliness, security of warehouse infra-structure.
- Following all safety and insurance norms for the warehouse.
- Ensuring seamless service of issue to indenting facilities.
- Ensuring adherence to all management information system to be put in place by OSMCL.
- Facilitating quarantine measures and sample checking as per OSMCL quality standard protocol.
- Maintaining all book keeping.
- Any other work as will be assigned by appropriate authority.

**Educational and Post-Qualification Eligibility Criteria** : Bachelor in Pharmacy from any recognised institution (with minimum 60% of marks) with 3 years of post - qualification experience in drug warehouse management / store & inventory management. Candidates for this post must be computer literate .i.e. she / he must be well acquainted with MS office package (word, excel, Power Point) as well as use of internet.

However relaxation of 10% marks will be given for SC / ST category candidates.

**Age limit** : The maximum age limit for the post is 40 years as on the last date for submission of online application form i.e 19.06.2017. However relaxation of age up to 10 years for PWD candidates, 5 years for SC / ST / SEBC / Women candidates shall be allowed. Relaxation of age in case of ex-service men will be made as per Government norm.

***All other mandatory general eligibility conditions as laid down in the "General Instructions" shall be applicable.***

**Scale of Pay** : Pay Band-2 (Rs. 9300-34800/-) with Grade Pay of Rs.4200/- with annual increase of 10%, subject to satisfactory performance. No DA, HRA and other allowances shall be admissible. However other benefits as per Corporation norms shall be paid. On the date of satisfactory completion of six years of contractual service, they shall be deemed to have been regularly appointed and shall be entitled to draw the time scale of pay plus Grade Pay with DA and other allowances as admissible in corresponding pay band.

**Place of posting** : In different warehouses of the Odisha State Medical Corporation or in the Quality Assurance cell of Odisha State Medical Corporation depending on administrative exigency.

### **Selection Modality** :

**A.** Computer Based Written Test (Weightage of 50%), which will consist of three sections -

(i) Theoretical Knowledge (40 marks)

(ii) Work domain knowledge (30 marks)

(iii) General aptitude (30 marks). Test of General aptitude will include verbal, quantitative, comprehension and data interpretation components.

**B.** Career marks with Weightage of 35%. (HSC or equivalent -10 %, Intermediate or equivalent - 10%, B.Pharm - 15%)

**C.** Interview (Weightage of 15%). Candidates for the above mentioned posts will be short listed for interview in the proportion of 1:15 on the basis of score in the written test and career marks taken together.

Final merit list shall be prepared on the basis of the total score in the written test, career marks and marks secured in Interview as per the weightage decided.

Date and Venue of Computer Based Written Test and Personal Interview will be intimated later on.

## JR. PHARMACIST (WAREHOUSE)

**Nos. of post :** Total 12 (UR ( W ) – 1, SC – 3 (W – 1), ST – 8 (W - 4)

### **Terms of Reference ( Job Responsibility ) :**

They will assist in:-

- Maintenance of updated stock.
- Management of warehouse as per quality assurance protocols and requirement for different sensitive areas.
- Maintaining good inventory management system.
- Daily coordination with OSMC.
- Ensuring proper timing cleanliness, security of warehouse infra-structure.
- Following all safety and insurance norms for the warehouse.
- Ensuring seamless service of issue to indenting facilities.
- Ensuring adherence to all management information system to be put in place by OSMCL.
- Facilitating quarantine measures and sample checking as per OSMCL quality standard protocol.
- Maintaining all book keeping.
- Any other work as will be assigned by appropriate authority.

### **Educational and Post-Qualification Eligibility Criteria :**

Diploma in Pharmacy from any recognized Institution (with minimum 60% of marks ) with 2 years of post - qualification experience in drug warehouse management/store & inventory management.

Candidates for this post must be computer literate .i.e. she / he must be well acquainted with MS office package (word, excel, Power Point) as well as use of internet.

However relaxation of 10% marks will be given for SC / ST category candidates.

**Age limit :** The maximum age limit for the post is 40 years as on the last date for submission of online application form i.e 19.06.2017. However relaxation of age upto 10 years for Persons with Disability (PWD) candidates, 5 years for SC / ST / SEBC / Women candidates shall be allowed. Relaxation of age in case of ex-service men will be made as per Government norm.

***All other mandatory general eligibility conditions as laid down in the “General Instructions” shall be applicable.***

**Scale of Pay :** Pay Band-1 (Rs. 5200-20200/-) with Grade Pay of Rs. 2400/- with annual increase of 10%, subject to satisfactory performance. No DA, HRA and other allowances shall be admissible. However other benefits as per Corporation norms shall be paid. On the date of satisfactory completion of six years of contractual service, they shall be deemed to have been regularly appointed and shall be entitled to draw the time scale of pay plus Grade Pay with DA and other allowances as admissible in corresponding pay band.

**Place of posting :** In different warehouses of the Odisha State Medical Corporation or in the Quality Assurance cell of Odisha State Medical Corporation or any other establishment of the Corporation depending on administrative exigency.

### **Selection Modality :**

**A.** Computer Based Written Test (Weightage of 65%), which will consist of three sections -

(i) Theoretical Knowledge (40 marks)

(ii) Work domain knowledge (30 marks)

(iii) General aptitude (30 marks). Test of General aptitude will include verbal, quantitative, comprehension and data interpretation components.

**B.** Career marks with Weightage of 35%. (HSC or equivalent -15 %, Diploma in Pharmacy - 20%)

Final merit list shall be prepared on the basis of the total score in the written test & career marks as per the weightage decided.

Date and venue of Computer Based Written Test will be intimated later on.

## **JR. PHARMACIST (QUALITY ASSURANCE)**

**Nos. of post :-** 02 – Unreserved -2 ( W-1 )

### **Terms of Reference ( Job Responsibility ) :**

They will assist in :

- Developing standard quality assurance protocols that would be incorporated in the tendering process.
- Developing effective mechanism for quality checks at all required level of stock acceptance by the OSMCL from the suppliers.
- Evolving effective mechanism for good Warehousing protocols including quarantine measures.
- Developing a mechanism of sample checking with proper coding & decoding systems.
- Developing guidelines for selection of the best of quality control labs available nationally.
- Liaisoning with the empanelled labs for sample checking of drugs procured.
- Evolving a mechanism of grievance redressal.
- Developing guideline and procedure of quality assurance as per statute.
- Any other work as will be assigned by appropriate authority.

### **Educational and Post-Qualification Eligibility Criteria:**

Bachelor in Pharmacy from any recognised Institution (with minimum 60% of marks) with 2 years of post - qualification experience in Quality Assurance related to drugs, surgical & other health care commodities etc.

Candidates for this post must be computer literate .i.e. she / he must be well acquainted with MS office package ( word, excel, power point ) as well as use of internet.

However relaxation of 10% marks will be given for SC / ST category candidates.

**Age limit :** The maximum age limit for the post is 40 years as on the last date for submission of online application form i.e 19.06.2017. However relaxation of age upto 10 years for PWD candidates, 5 years for SC / ST / SEBC / Women candidates shall be allowed. Relaxation of age in case of ex-service men will be made as per Government norm.

***All other mandatory general eligibility conditions as laid down in the “General Instructions” shall be applicable.***

**Scale of Pay :** Pay Band-1 (Rs. 5200-20200/-) with Grade Pay of Rs. 2400/- with annual increase of 10%, subject to satisfactory performance. No DA, HRA and other allowances shall be admissible. However other benefits as per Corporation norms shall be paid. On the date of satisfactory completion of six years of contractual service, they shall be deemed to have been regularly appointed and shall be entitled to draw the time scale of pay plus Grade Pay with DA and other allowances as admissible in corresponding pay band.

**Place of posting :** In the Head Quarter of the Corporation, Bhubaneswar or in any warehouse of the Odisha State Medical Corporation at District Head Quarters, Tertiary Institutions and Central Warehouse, Bhubaneswar or in any other establishment of the Corporation depending on administrative exigency.

### **Selection Modality :**

**A.** Computer Based Written Test (Weightage of 65%), which will consist of three sections -

(i) Theoretical Knowledge (40 marks)

(ii) Work domain knowledge (30 marks)

(iii) General aptitude (30 marks). Test of General aptitude will include verbal, quantitative, comprehension and data interpretation components.

**B.** Career marks with Weightage of 35%. (HSC or equivalent -10 %, Intermediate or equivalent - 10%, B.Pharm - 15%)

Final merit list shall be prepared on the basis of the total score in the written test & career marks as per the weightage decided.

Date and venue of Computer Based Written Test will be intimated later on.