



ৰাষ্ট্ৰীয় স্বাস্থ্য অভিযান, অসম

OFFICE OF THE MISSION DIRECTOR
NATIONAL HEALTH MISSION, ASSAM

Saikia Commercial Complex, G.S. Road, Christianbasti, Guwahati-781005

Website: <https://nhm.assam.gov.in> E mail: misnrhm.assam@gmail.com

No: NHM/HRD/Proc. Expert/3132/2016-17/ 42871

Date: 22/03/2018

ADVERTISEMENT

Online applications are invited from the candidates willing to work in mission mode for engagement on contractual basis for the following position under National Health Mission (NHM), Assam. Candidates have to apply online in the NHM, Assam website: <https://nhm.assam.gov.in>

Name of the Position: **PROCUREMENT & CONTRACT MANAGEMENT SPECIALIST**

Age : Upto 55 years

ESSENTIAL QUALIFICATION:

(A) EDUCATIONAL: Master Degree / Post Graduate Diploma (Minimum 2 years duration) in any discipline from Govt. recognized institution and trained in procurement norms of Government (GFR)
(Educational qualification may be relaxed for candidates having more than 15 years of experience in Procurement in management position)

(B) EXPERIENCE: 10 years' experience in Procurement preferably in Government or semi-Government organization or Public Sector Unit or Commercial organization of repute in management position.

(C) IT SKILLS: The candidate shall be proficient in the use of Internet based applications, Office Package (MS-Word, MS-Excel, MS-PowerPoint), and other related applications

DESIRABLE:


- (i) Candidates having PDPP or CPPP from World Bank will be preferred.
- (ii) Candidates with hands-on experience of e-procurement / GEM / e-tender in Govt. are preferred.
- (iii) Working Experience in Health Sector related Organizations or Departments is preferred although not compulsory.
- (iv) Experience of working in complex, multi stakeholder, fast moving environment and ability to work under pressure, respecting strict deadlines and multi-tasking.

BRIEF DUTIES: He/She will be the head of procurement operations under NHM with responsibility of overall design, planning and implementation of all procurement activities related to goods, services, drugs & consumables, equipment, etc. under NHM, Assam & managing the procurement team for planning and execution.

REMUNERATION: **Negotiable for suitable candidates as per market rates & last drawn remuneration.**

Only short listed candidates will be called for interview for which no TA/DA will be paid. List of shortlisted candidates will be published in the website <https://nhm.assam.gov.in> before the interview. No call letters will be sent for attending the interview. The undersigned reserves the right to reject any or all applications without assigning any reasons thereof.

Online application will be received till **5th April 2018.**


(J.V.N. Subramanyam, IAS)
Mission Director,
National Health Mission, Assam



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No: NHM/HRD/Proc. Expert/3132/2016-17/ 42872-78

Date: 22/03/2018

Copy to:-

1. P.S. to Hon'ble Minister, Health & FW Deptt, Govt. of Assam for kind appraisal of the Hon'ble Minister.
2. The Principal Secretary, Health & Family Welfare Deptt. Govt. of Assam for kind information.
3. The Commissioner & Secretary, Health & FW Deptt, Govt. of Assam, Dispur, Guwahati-6 for favour of kind information.
4. The Director (Finance & Accounts), NHM, Assam
5. The MIS-Manager, NHM, Assam. He is requested to upload this notice in the NHM Assam Website and arrange for receipt of online applications.
6. The State Media Expert, NHM, Assam. He is requested to publish this notice in newspapers including **national newspapers** and <http://www.devnetjobsindia.org> .
7. Office Copy.


Mission Director,
National Health Mission, Assam