

OFFICE OF THE MANAGING DIRECTOR
ASSAM MEDICAL SERVICES CORPORATION LIMITED
Central Drug Ware House Campus, Patherquary, Narengi, Guwahati, Assam-781026
Email id: md-amscl@assam.gov.in

ADVERTISEMENT FOR THE POSITION OF EXECUTIVES UNDER AMSCL, ASSAM

Online applications are invited from the candidates willing to work in mission mode for engagement on contractual basis in the below mentioned positions. Candidates have to apply online in the AMSCL, Assam website hosted at <https://amscl.assam.gov.in>.

The undersigned reserves the right to reject any or all application without assigning any reasons thereof.

Details of the Positions:

Sl.No	Name of the Post	Number of Vacancies
1	Executive (Procurement-BME)	2
2	Executive (Procurement-Drugs/QC)	1
3	Executive-IT	1

Category wise Reservation:

Sl.No.	Designation	No.of Vacancy	Unreserved/Reserved				Horizontal Reservation		
			Unreserved	ST (P)	ST (H)	SC	PwD	Ex-Servicemen	RFW
1	Executive (Procurement-BME)	2	1	Nil	1	Nil	1	Nil	Nil
2	Executive (Procurement-Drugs/QC)	1	Nil	1	Nil	Nil			
3	Executive-IT	1	Nil	Nil	Nil	1			

Remuneration: Rs. 42,350/- per month.

Eligibility Criteria:

- Age** : The candidate should be upto 45 years as on 1st January'2025 (Relaxation in Maximum Age: SC/ST candidates – 5 years , OBC/MOBC candidates – 3 years , PwD candidates – 10 years)

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2. Requisite Qualification and Experience:

Sl.No	Name of the Position	Requisite Qualification and Experience
1	Executive (Procurement- BME)	<ul style="list-style-type: none"> ➤ Bachelor Degree in Instrumentation/Bio-Medical Engineering/Medical Electronics from Govt. recognized Institution/University with minimum 3 years of experience in Procurement of Medical equipment in Govt. organization. <li style="text-align: center;">OR ➤ Diploma in Instrumentation/ Bio-Medical engineering/Medical Electronics from Govt. recognized Institution/ University with minimum 5 years of experience in Procurement of Medical equipment in Govt. organization. ➤ Experience in Procurement through GeM and e-Tender desirable. ➤ High proficiency in written and oral English. ➤ Computer proficiency-MS Office (word, excel, power point)
2	Executive (Procurement-Drug/Quality Control)	<ul style="list-style-type: none"> ➤ Bachelor Degree in Pharmacy from Govt. recognized Institutions with minimum 3 years of experience in procurement of drugs in Govt. organization / Semi Government Organization. <li style="text-align: center;">OR ➤ Diploma in Pharmacy from Govt. recognized Institution with minimum 4 years of experience ➤ in procurement of drugs in Govt. organization / Semi-Government organization. ➤ Experience in Procurement through e-Tender is desirable. ➤ High proficiency in written and oral English. ➤ Computer proficiency-MS Office.
3	Executive (IT)	<ul style="list-style-type: none"> ➤ B. Tech. or B.E. (Computer Science or IT) / MCA / M. Sc. (IT or Computer Science) /DOEACC 'B' level or equivalent degree from recognized university / Institution with minimum 3 years of experience in relevant field. ➤ Proficiency in the use of Internet based applications, Office Package (MS-Word, MS-Excel, MS-PowerPoint, etc.) ➤ Should have experience in setting up of hardware and install/configure software and drivers. ➤ Well versed knowledge in Installing well-functioning LAN / WAN and other networks and manage components (servers, IPs, etc.)

Online application will be received till **15th June, 2025**. Candidates without the above qualification need not apply. The number of vacancies may vary at the time of recruitment. The schedule of interview / selection test for the respective position will be published in the website <https://amscl.assam.gov.in> in due course of time along with the list of provisionally shortlisted candidates.

All applicants are advised to visit the website accordingly. No separate individual call letter for interview/ selection test will be sent. No TA/DA will be paid for attending the interview/ selection test.

-SD/-

Managing Director, AMSCL, Assam.