STORE KEEPER

Qualification:

- Graduate in any discipline from recognized university.
- Diploma or post graduate Diploma in material management or supply chain management will be preferred.
- Basic knowledge computer application (M.S. Office) & English is required.

Experience:

- With graduation, 5 years experience in stores and purchase is required.
- Graduate with diploma or certificate course, 4 years experience in stores and purchase is required.
- Candidate should have adequate knowledge of Store Management, material management, Inventory Control Procedure followed in Government / non-governmental Organization.
- Candidate having experience in a Cardiac Hospital / Multi Specialty Hospital will be preferred.
- The candidate should be acquainted with Tendering Procedure (E-Tendering / Physical Tendering Procedure) Such candidate will be given preference.

Consolidated Remuneration:

- Consolidated Pay of **Rs. 25,000/-** per month.
- Up to 10% yearly increment on consolidated remuneration will be based on working performance and other criteria decided by the institute.
- Leave, PF, Gratuity, Group Health Insurance and Other benefits will be as per the prevailing rules of the Institute.

Note:

- In case of highly deserving candidates, higher remuneration can be negotiated by the selection committee considering merit, seniority, skills, special training, hard press requirement and particular requirement of such post in dire emergency of the institute.
- Candidate can be posted at various centres of the institute as per requirement of the institute.