



POSTGRADUATE INSTITUTE OF MEDICAL EDUCATION & RESEARCH,
CHANDIGARH



ESTABLISHMENT BRANCH-I
Ph. No.0172-2755504-2755510

No. F.007/09/EI(2)/2018

Dated 15/11/2018

Subject: Filling up one post of Purchase Officer on deputation basis at PGIMER, Chandigarh.

Sir/Madam,

The Institute proposes to fill up one post of Purchase Officer on deputation basis in the "LEVEL-11 in the PAY MATRIX" under 7th CPC. I shall be grateful if you could send us a panel of suitable officers who are willing to work on deputation in this Institute as Purchase Officer with following qualification and experience:-

ESSENTIAL QUALIFICATION AND EXPERIENCE:-

Officers of the Central/State Government, U.T. Administration or Central Statutory Bodies/Autonomous Bodies holding analogous posts in the "LEVEL-11 in the PAY MATRIX" on regular basis or officer holding post in the "LEVEL-10 in the PAY MATRIX" with 03 years experience or Officer holding post in the "LEVEL-9 in the PAY MATRIX" having 5 years experience. The period of deputation shall ordinarily be 03 years.

DESIRABLE

2 years Master Degree in Business Administration (M.B.A) in Hospital Management/Materials Management/Store Management/ General Management / International Management/Marketing Management from a recognized university with 5 years experience in Procurement of any type of goods in a Govt. setup preferably in Medical Equipments/Hospital Consumables/Medicine.

You are requested to forward the names of suitable officers who are willing to serve at this Institute on deputation along with their ACRs for the last 5 years. While sending the panel, it may kindly be ensured that no departmental/disciplinary proceedings are pending/being contemplated against the Officers and the same should reach this office latest **by 10.12.2018.**

With regards,

Yours Sincerely,

Dy. Director (Admn.)

Sh. Depinder Singh Dhesi, IAS
Chief Secretary,
Govt. of Haryana,
Civil Secretariat,
Chandigarh.

Services-II Branch
Diary No. 146031
Date 21/11/18