

Indian Medicines pharmaceutical Corporation

WANTED

Advertisement No. 01/Admn./2015-16

The Company, a 'MINI RATNA', ISO 9001-2008 and GMP Certified Central PSU, requires bright and dynamic professional for the following post:

Name of the post	Manager (HR & Admin)
No. of posts	1(One)
Scale of pay	Rs. 20600-46500 (Industrial DA Pattern)*
Age limit for direct recruitment	Below 40 years. Age Relaxable for internal candidates. (Internal candidate should have at least 2 years residual service in the company for superannuation).
Educational and other qualifications required for direct recruitment	MBA (HR)/ PG Diploma in Personnel Management/HRM
Experience	7 years experience in the field of Admin/HRD in a senior level.

General Information:

- The Management reserves the right to reject any or all the applications without assigning any reason thereof.
- In case of over-whelming response, the applications will be sorted out.
- Persons employed in Govt./Quasi Govt./Public Sector Undertakings must apply through Proper Channel.
- Outstation candidates called for interview will be reimbursed to and fro actual bus fare/second-class rail fare by shortest route on production of ticket. No local/taxi fare will be paid.
- The cutoff date for considering the age and experience of candidates will be taken as 31.12.2015.

Relaxation in Age limit: Age limit for SCs/STs/OBCs/PHs etc. will be relaxable as per rules/Government rules.

Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.

Application should reach within the one month from the date of publication, in the prescribed format to 'Assistant Manager (Admn.), Indian Medicines Pharmaceutical Corporation Ltd., Mohan, Distt. Almora (Via Ramnagar- 244 715), Uttarakhand'.

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INDIAN MEDICINES PHARMACEUTICAL CORPORATION LIMITED
 (A GOVERNMENT OF INDIA ENTERPRISE-UNDER MINISTRY OF AYUSH)
MOHAN, DISTRICT ALMORA (VIA RAMNAGAR – 244 715)
UTTARAKHAND
 (Tel: 05947-287844)

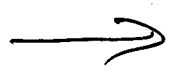
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APPLICATION FORMAT

1. To be filled by the candidate in his/her own hand writing.
2. Ensure that the essential requirements are being fulfilled.

POST APPLIED FOR.....

1	NAME OF CANDIDATE (in Capital letters)				
2	MOTHER'S NAME				
3	FATHER'S/ HUSBAND NAME				
4	DATE OF BIRTH				
5	WHETHER SC/ST/OBC etc. (If yes, please attach self attested copy of certificate).				
6	MARITAL STATUS				
7	(i) ADDRESS OF CORRESPONDENCE (in capital letters) (ii) CONTACT NUMBER:				
8	PERMANENT ADDRESS				
9	NATIONALITY				
10	PLACE AND STATE OF BIRTH				
11	<u>EDUCATIONAL & PROFESSIONAL QUALIFICATIONS</u> (from 10th onwards) (Attach self attested copy of certificates).				
	Name of Board/ University/ Institution	Examination Passed	Subjects taken	Division with % of marks	Year



12	<u>DETAILS OF WORKING EXPERIENCE (Attach true copy of certificates)</u>				
	Name & Address of Organization	Designation & Scale of Pay/ Remuneration	Period of Service		Reason of leaving
			From	To	
13	LAST PAY DRAWN (Basic + D.A.)				
14	LIST OF DOCUMENT ATTACHED		1.		
			2.		
			3.		
			4.		
			5.		
			6.		
			7.		
			8.		
			9.		
			10.		

DECLARATION

“I hereby declare that all statements are made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect or suppressed, my candidature, at any stage, is liable to be cancelled”.

Date.....

Signature of Candidate.....

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