

F. No. 35030/57/2020-Schemes
Government of India
Ministry of Chemicals & Fertilizers
Department of Pharmaceuticals

Shastri Bhawan, New Delhi
Dated the 11th August, 2021

Vacancy Circular

Subject: Filling up the post of Chief Executive Officer (CEO) in the Pharmaceutical and Medical Devices Bureau of India (PMBI), a Society under the aegis of Department of Pharmaceuticals, Government of India on deputation including short term contract

The undersigned is directed to say that it is proposed to fill up the post of Chief Executive Officer in Pharmaceutical and Medical Devices Bureau of India (PMBI) [erstwhile Bureau of Pharma PSUS of India (BPPI)] in Level -13 in the pay matrix (Rs. 1,23,100- 2,15,900) from eligible officers under the Central/State Governments/PSUs (Central/State) on deputation (on foreign service terms) including short term contract.

2. PMBI is a society registered under the Societies Registration Act 1860 under the aegis of Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Government of India. It is the implementing agency of *Pradhan Mantri Bhartiya Janaushadhi Pariyojana* (PMBJP), a flagship scheme of the Department of Pharmaceuticals.

3. Chief Executive Officer (CEO) will be the in-charge and provide leadership to PMBI. CEO is responsible to demonstrate results in the implementation of *Pradhan Mantri Bhartiya Janaushadhi Pariyojana* (PMBJP), i.e., to make available quality generic medicines/pharma products/services at affordable prices through its country-wide network of stores. The headquarters will be in Delhi but the officer is liable to be posted anywhere in India. The period of deputation (including short term contract) will be three years, which may be extended as per DoPT's instructions.

4. Applications are invited, through proper channel, from the officers working with the Central/State Governments/PSUs (Central/State) fulfilling the following eligibility conditions:

- (a) Age: Maximum 50 years (as on the last date of receipt of applications)
- (b) Educational Qualification:

Essential: Graduation from a recognized university.

Desirable: MBA/PGDM from reputed Institutions/Universities

(c) **Experience:**

- a. **Essential:** Holding the post of Director or equivalent in the Central/State Governments/PSUs (Central/State) in the pay level 13 in the pay matrix (Rs. 1,23,100- 2,15,900/-)

or

With 5 years' service to the post of Deputy Secretary or equivalent in the Central/State Governments/PSUs (Central/State) in the pay level 12 in the pay matrix (Rs. 78,800-2,09,200)

- b. **Desirable:** Experience in the field of pharma, logistics, procurement

(d) **Other Skills required:** The applicant should have good financial management, leadership and communication skills. He/she should be a visionary, result-oriented with full of initiative, drive and missionary zeal.

5. Applications from the willing and eligible officers, who can be spared immediately, may be forwarded through proper channel in the enclosed pro-forma (**Annexure-I**) to **Shri Pankaj Kumar, Section Officer (Schemes), Department of Pharmaceuticals, Room No. 218, A-Wing, Shastri Bhawan, New Delhi-110001** along with relevant documents within one month of the date of publication of vacancy circular.

6. The integrity certificate, vigilance clearance certificate, details of punishment awarded, if any, in the last 10 years and duly attested copies of ACRs/APARs for the last five years should be forwarded along with applications.

7. Applications which are incomplete in any respect or received after the due date will not be considered. The Department reserves the right to reject any or all applications without assigning any reasons.


(N.K. Joshi) 11/02/2021

Under Secretary to Government of India

Tel:- 23383392

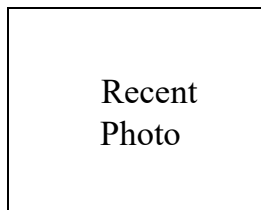
Email:- navin.26@gov.in

To

1. All Ministries/Departments of the Government of India
2. Chief Secretaries, All States/ UTs
3. All Central/ State PSUs
4. Director (Technical), NIC for uploading the circular on the website of the Department
5. Deputy Secretary (Administration), DoP&T, North Block, New Delhi with a request to upload the circular on DoP&T's website
6. Dy CEO, PMBI for uploading the circular on PMBI's website.

PHARMACEUTICALS & MEDICAL DEVICES BUREAU OF INDIA (PMBI)
(Society set up under the aegis of Department of Pharmaceuticals, GOI)

Application for the post of Chief Executive Officer, PMBI



1. Name of the Candidate :

2. Sex (Male/Female/Others) :

3. Father's/Mother's Name :

4. Age & Date of Birth :

5. Permanent Residential Address :

6. Present Mailing Address :

7. Contact No. & Email Id :

8. Nationality :

9. Marital Status :

10. Alternative Contact no. :

11. Languages Known :

Speak :

Write :

12. Educational Qualification (Starting from matriculation onwards):

S. No.	Course/Certificate/ Diploma/Degree	Board/University	Year of Passing	Subjects (Main)	%age of Marks

13. Work Experience (Starting from latest organization):

S. No.	Name of the organization	Type of organization (Govt. /PSU/)	Post held	Period			Job responsibilities	Total salary drawn per month
				From	To	Period in years & months		

14. Total Experience (As per Eligibility Criteria of the post)

S. No.	Experience as per Eligibility Criteria	Post held	Total Experience (Years & Months)
1	Experience in the scale of Director under Governments (Central/State) /PSUs (Central/State) or Experience in the scale of Deputy Secretary or equivalent in Government of India.		

15. Any other relevant information _____ :

16. I, _____ S/o/D/o/W/o of _____, certify that the information provided is true and correct.

Place:

(Signature)

Date:

(Name of the applicant)

(To be filled by employer)

1. Certified that the particulars furnished by the applicant have been checked from available records and found to be correct.
2. Certified that no disciplinary proceedings are either pending or being contemplated against the officer.
3. List of punishments awarded, if any, during last 10 years is attached
4. Integrity certificate is attached.
5. In the event of selection, he/she will be relieved of her/ his duties immediately.

(Signature)

**Name and Designation
of the forwarding officer with seal**