

BUREAU OF PHARMA PSUs OF INDIA (BPPI)

(Society set up under the aegis of Department of Pharmaceuticals, Government of India)



BPPI

IDPL CORPORATE OFFICE COMPLEX,
DUNDAHERA, GURGAON-122016 (HR)
Tel. 0124-4556750, Fax. 0124-2340370



Requirement of Manager (Quality & Regulatory)

BPPI is the implementing agency for Pradhan Mantri Bhartiya Janaushadhi Pariyojana of Department of Pharmaceuticals, Ministry of Chemicals & Fertilizers, Government of India. The objective of the scheme is to make available quality generic medicines at affordable prices to all.

BPPI is expanding its operations and has urgent requirement for **Manager (Quality & Regulatory)** in **Quality & Regulatory Department** purely on contractual basis. Interested candidates may send their applications to **CEO, BPPI on BUREAU OF PHARMA PSUs OF INDIA (BPPI), IDPL CORPORATE OFFICE COMPLEX, OLD DELHI-GURGAON ROAD, DUNDAHERA, GURGAON-122016 (HR)** through registered post/courier by **24.06.2017 (till 05:00 PM)**. For detailed terms and conditions visit at our website: janaushadhi.gov.in

Chief Executive Officer

BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA (BPPI)

(Society set up under the aegis of Department of Pharmaceuticals, Government of India)

IDPL CORPORATE OFFICE COMPLEX, DUNDAHERA, GURGAON-122016 (HR)

Tel. 0124-4556750, Fax. 0124-2340370

Requirement of Manager (Quality & Regulatory)

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Chief Executive Officer

Table – I

S. No.	Post	Age	Eligibility Criteria		Consolidated Remuneration	Conveyance	Telephone	Remarks
			Minimum Qualification	Experience in the relevant functional area				
1	Manager- (Quality & Regulatory)	50 years	B.Pharma.	Minimum 10 years in Quality and Regulatory in Pharma Sector	Rs. 45,000/- per month	Rs. 6,000/-	Rs. 1,000/-	Candidates having more experience in Pharma sector will be given preference

Note: Candidates having higher qualification of M.Pharma/M.Sc., MBA in Pharmaceuticals will be given preference.

Table – II

Functional Area and Job Descriptions

Sl. No.	Functional Area	Job Description
1	Quality & Regulatory	<ul style="list-style-type: none">• Implement and maintain Quality Systems that are in compliance with various quality standards and regulations.• Organizing material tests at Third Party Lab.• To audit production and QC Departments periodically to ensure adequacy of documentation, compliance to technical dockets and effectiveness of corrective & preventive actions• Maintain the quality standards of Jan Aushadhi Medicines.• Documentation as per GLP and WHO-GMP.• Provide recommendations and solutions regarding problems related to quality aspects across organization and cross functional linkages for quality.• Perform quality checks of goods received at warehouse at preliminary stage before receiving the goods.• Conduct Internal & External audits.• Sampling of goods as per SOP from CWH.• Organize and Conduct Periodic Management Review Meeting to discuss performance of QMS.• Assign the sample to empaneled NABL lab.• Lab selection depends upon study of many parameters.• Maintaining the record of MRC's received from CWH.• Review of test reports received from NABL Labs.• All other day to day work related to Quality department.

GENERAL TERMS & CONDITIONS

1. The applicant must ensure that he/she possesses the required qualification and experience.
2. Applicants having additional qualifications from the reputed universities and already worked in a similar position shall have preference.
3. Person having experience of working in PSUs and Pharma industry may get preference.
4. BPPI has the right to reject the entire selection process/advertisement at any stage and the decision of BPPI shall be final in this regard.
5. BPPI reserves the right to raise/modify the eligibility criteria of the minimum educational qualification and/or minimum work experience. Mere fulfilling the eligibility criteria shall not confer any right to be considered for selection against the respective position.
6. Appointment will be on whole time contractual basis on the following terms & conditions.
 - a) He/She will be entitled to consolidated remuneration and reimbursement of mobile phone/telephone charges as per rules.
 - b) He/She will be entitled to leaves as per BPPI rules.
 - c) BPPI reserves the right to revise the terms & conditions during the tenure of the contract.
 - d) The contractual appointment will not confer any right or entitlement for claiming absorption against any regular post in BPPI, in future.
7. Initially contractual appointment will be for one year with three months' probation period. Following satisfactory performance after completion of three months' probation period, the employee contract will be extend for the rest of nine months.
8. Contractual appointment will be for one year only after the successfully completion of probation period is subjected to renewal if the performance of employee is found satisfactory.
9. Applicants will have to produce one set of self attested copies of their testimonials for verification at the time of interview, along with the duly filled in attached application form.
10. Applicants should not have Direct/Indirect relation with BPPI employees, suppliers, vendors etc.
11. Canvassing in any form shall be a disqualification and the application shall be rejected forthwith.
12. Candidates are advised to check their emails regularly as the interview dates shall be intimated via email.
13. Shortlisted candidates shall be called for interviews.
14. Any change in above terms & conditions will be notified only through our web site.
15. Applications received through email shall be rejected.
16. Interested candidates may send their applications through speed post/courier along with one set of self attested copies of their qualification and experience certificates to CEO, BPPI to reach him by 24.06.2017 (Till 05:00 Clock)

13. Work experience (Starting from latest organization):

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

14. Total Experience (In Years) :

15. Total experience in Pharma Sector (In Years) :

16. Total experience in Quality & Regulatory :

17. Split up details of latest drawn salary :

18. Any other relevant information :

(Signature of the applicant)

Date:

Note: Resume in detail may be attached.