

BUREAU OF PHARMA PUBLIC SECTOR UNDERTAKINGS OF INDIA (BPPI)

E-1, 8th Floor, Videocon Tower, Jhandewalan Extn., New Delhi - 110055

Recruitment of Deputy Chief Executive Officer (Dy. CEO)

Advt. No. 07/2020

BPPI invites applications from eligible candidates for the post of **Deputy Chief Executive Officer** on contractual basis for a period of 05 years, extendable subject to satisfactory performance. Interested, eligible candidates can send their applications at **recruitment@janaushadhi.gov.in** or can send their applications (Hard Copies) to **CEO, BPPI at E-1, 8th Floor, Videocon Tower, Jhandewalan Extn., New Delhi - 110055** up to **26.11.2020 (Till 05:00 PM)** by post/courier. Application form along with terms & conditions etc. of appointment are available at our website: **janaushadhi.gov.in**.

Details of Post, Eligibility Criteria, Emoluments and Job Description

Deputy Chief Executive Officer

1	Post Name	Deputy Chief Executive Officer
2	Age (Maximum)	45 Years
3	Educational Qualification	Graduation from a recognized university. Additional qualification like CA/MBA/PGDBM from reputed institutions / universities will be an added advantage.
4	Eligibility	Serving Government servant / PSU employee with a minimum of 05 years' experience in the rank of Under Secretary/ Deputy Director or equivalent in Government of India or Central PSU. Experience of PSU or related commercial sector will be desirable. OR Individuals from Private Sector with a minimum of 20 years' experience at a senior managerial position of a company with an annual turnover of at least Rs. 500 Cr. in the F.Y. 2019-20. OR Total 20 years' experience at senior managerial level if the candidate has worked both in private and government sector. (Note: In the case of Individuals from Private Sector, turnover proof is required with the application,)
5	Other Skills Required	Candidate should have good communication skills. S/he should be a visionary, result-oriented leader full of initiative, drive, and missionary zeal.
6	Tenure of Appointment	Initially appointment will be for a period of 05 years, which may be extended, subject to satisfactory performance.
7	Place of Posting	Delhi
8	Consolidated Pay	Rs. 1.25 Lac Per month. OR Serving Government, Central/State PSU official may choose to draw salary in their pay scale along with admissible allowances plus deputation allowance as per Government of India norms. (Note: In the case of serving Government, Central/State PSU official, BPPI will bear the share of admissible gratuity & leave encashment, if the incumbent exercises to draw salary as per Government pay scale.)
9	Accommodation Facility	Housing facility as per norms of BPPI.
10	Conveyance Allowance	Car facility will be provided as per norms.
11	Telephone Allowance	Telephone/Mobile Bill reimbursement up to prescribed limit.
12	Other Facilities	1. Provident Fund Facilities as per norms 2. Group Mediclaim Policy of Rs. 10 Lacs 3. Group Term Life Insurance of Rs. 10 Lacs 4. Group Accidental Insurance of Rs. 10 Lacs

13	Job Description	To work in the leadership of the Chief Executive Officer to demonstrate results in the implementation of 'Pradhan Mantri Bhartiya Janaushadhi Pariyojana' (PMBJP) and ensuring internal governance while enhancing capability and capacity of organisation.
14	Other Terms & Conditions	Incumbent will report to the CEO, BPPI and will work under the overall guidance and supervision of CEO, BPPI.

General Terms & Conditions

1. The appointment is purely on contractual basis and it is not against any permanent vacancy. This appointment will not entitle any candidate to claim for regular/ permanent employment in BPPI.
2. Candidates should ensure that they fulfill the eligibility criteria prescribed for the post, in case it is found at any stage of selection process or even after appointment that the candidate has furnished false or incorrect information or suppressed any relevant information/ material facts or does not fulfill the criteria, his / her candidature / services are liable for rejection/ termination without notice with further legal proceedings. Candidates must have post qualification experience as per eligibility criteria. The cut-off date for age, qualification and experience will be 31.10.2020.
3. The incumbent is liable to be transferred/posted in any place of India at the discretion of BPPI. The selected candidate should be able to join at the earliest.
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 relax age/experience/qualification & other qualifying criteria in deserving cases. Mere fulfilling of eligibility criteria shall not confer any right to the applicant for being called for the next round of recruitment process or appointment. Canvassing in any form will disqualify the candidate.
6. Appointment will be on whole time contractual basis on the following terms & conditions:
 - a) S/he will be entitled to remuneration as mentioned in above table and provident fund as per rules.
 - b) S/he 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 automatically come to an end on the expiry of the contractual period and no notice pay or retrenchment compensation will be payable to candidate. During the contract period in case performance of candidate is not found satisfactory or for any other reason, contract can be terminated without assigning any reason by giving 30 days' notice or 30 days remuneration in lieu thereof.

- e) Candidate will devote his/her whole time and attention in the interest of the Bureau and will not engage himself/herself in any other work/assignment either fulltime or part time, either paid or in honorary capacity. As a contractual employee, you will maintain a high standard of loyalty, efficiency and integrity.
- 7. Initially contractual appointment will be for 05 years and which may or may not be extended based on the performance. There will be six months' probation period during the first-year contract, which may or may not be extended based on the performance.
- 8. Any corrigendum/clarifications on this advertisement, if necessary, shall be notified through our website.
- 9. Candidates are advised to check their emails regularly for the updates.
- 10. Please note that no TA/DA shall be paid to any candidate for appearing in interview in BPPI.
- 11. Interested, eligible candidates can send their applications at recruitment@janaushadhi.gov.in or can send their applications (Hard Copies) to **CEO, BPPI at E-1, 8th Floor, Videocon Tower, Jhandewalan Extn., New Delhi - 110055** up to **26.11.2020 (Till 05:00PM)** by post/courier.

Selection Process

The selection process shall be followed by two stage process:

1. Initial Screening

Initial Screening

Candidates are requested to submit duly filled in application form (complete in all respects) with copy of all educational, experience etc. documents. The complete application form will be checked, verified and screened and the candidates, whose candidature will be found eligible and suitable for the requirements, will be notified through telephonically call or email for the next stage of Personal Interview.

Personal Interview

In the second stage, there will be Personal Interview of the candidates, whose application forms have been successfully verified and those found suitable for the requirements. Based on the credentials and performance in the personal interview, the candidates will be shortlisted, and the offer of appointment shall be issued to the suitable candidate in the order of merit.

Please also note: Candidates are required to carry all the supporting documents (marks sheet, degree, experience certificate etc.) in original along with one set of photocopies at the interview venue for verification. BPPI may adopt higher criteria/process in case of a more number of applicants meeting eligibility criteria.

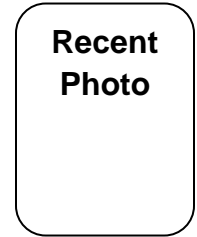
2. Personal Interview

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Application for the post of Deputy Chief Executive Officer

- 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/ Pvt.)	Post held	Period			Job responsibilities	Total salary drawn per month
				From	To	Period in years & months		

14. Total Experience (In Years) :

15. Total Post Qualification Experience in Applied Post Profile (In Years) :

16. Total Experience in Govt. Sector (If any) (In Years) :

17. Split up details of latest drawn salary :

18. Any other relevant information :

19. I, _____ S/o/D/o of Shri/Smt. _____, certified that the above information is true and correct, and I shall provide originals as and when the Management desires. In case of any information furnished above is proved to be incorrect, I am liable to be terminated without any notice and suitable legal action shall be taken.

(Signature of the applicant)

Date:

Note: Resume in detail may be attached.