

**NATIONAL RURAL HEALTH MISSION, HARYANA,  
HEALTH DEPARTMENT,  
Paryatan Bhawan, Bays No. 55-58, Sector-2, Panchkula  
ADVERTISEMENT**

**Advt. No. /2013-14**

**Date of Advertisement:**

Applications are invited on plain paper and walk in interview will be conducted for filling up the following post at Drug Warehouses to be setup at Districts Ambala, Karnal, Kaithal, Jind, Hisar, Rohtak, Gurgaon & Bhiwani under National Rural Health Mission, Haryana purely on contract basis and initially up to 31.03.2014 with details as mentioned below:-

Name of Post	No. Of Posts at each Warehouse	Date of Interview	Remuneration	Acedamic Qualification and required experience as per advertisement	Place of posting	Age Limit
Warehouse Manager	One	6 <sup>th</sup> May, 2013	20,000/- per Month consolidated	<b>Essential:</b> 1. B.Pharm from recognized University. 2. Registered with pharmacy council of Haryana 3. MBA 4. Computer Proficiency of high level 5. 3 Years relevant work experience in health facility in management and distribution of drugs. <b>Desirable:-</b> M.Pharm from recognized university registered with pharmacy council of Haryana.	One at each of following locations Ambala, Karnal, Kaithal, Jind, Hisar, Rohtak, Gurgaon & Bhiwani	Not more than 40 yrs
Pharmacist	one	8 <sup>th</sup> May, 2013	12,500/- per Month consolidated	<b>Essential:</b> 1. Diploma in Pharmacy recognized University/Board of Technical Education 2. Registered with State Pharmacy Council, Haryana. 3. Computer Proficiency of high level 4. 2 Years work experience in health facility preferable in distribution of Drugs. <b>Desirable :</b> B.Pharm from recognized university registered with pharmacy council of Haryana	One at each of following locations Ambala, Karnal, Kaithal, Jind, Hisar, Rohtak, Gurgaon & Bhiwani	Not more than 40 yrs

**Note for all posts:-** 1. The written test & the computer proficiency test will be conducted and the short listed candidates will be interviewed.

<b>Important Instructions</b>	<ul style="list-style-type: none"> <li>i. The interested candidate may check details/TOR from our website <a href="http://www.nrhmharyana.org">www.nrhmharyana.org</a></li> <li>ii. The applications should reach the NRHM Office up to 10.00 am on respective date of interview.</li> <li>iii. No TA/DA will be paid for interview.</li> <li>iv. Full particulars along with Contact No. Postal address with PINCODE, two passport size photo and attested copies of education qualification &amp; experience should be attached with the application.</li> <li>v. Name of post and place for which applied should clearly be stated in application.</li> <li>vi. Separate application will be considered for each post and warehouse.</li> <li>vii. Number of posts can be increased or decreased by the NRHM.</li> <li>viii. Post of reserve category will be filled up as per Haryana Government policy.</li> <li>ix. Place of posting will be allotted according to merit of the candidate.</li> <li>x. The successful candidates should join positively by 15<sup>th</sup> May, 2013.</li> </ul>
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**Mission Director,  
National Rural Health Mission, Haryana**

## **TOR for Warehouse Manager**

### **Qualification:-**

**Essential:** - 1. B.Pharm from recognized university,  
2. Registered with Pharmacy council of Haryana,  
3. MBA,  
4. Computer proficiency with high level,  
5. 3years relevant work experience in Health facility in Management & distribution of drugs.

**Desirable:** - M.Pharm from recognized university & registered with Pharmacy council of Haryana.

**Age:** - Not more than 40 years

**No. of posts:** - 1 per warehouse

**Pay Structure:** - 20000/month consolidated

### **Roles & Responsibilities:-**

- Overall Management of Regional Drug Warehouses.
- Handling and proper storage of Medicines.
- Receiving & Indenting of drugs & Management of Stock & Inventory control.
- Proper Entry of Data & Software updation.
- Proper record maintenance.
- Analysis & Management of Demand & supply of Drugs at different Institution levels.
- To maintain proper coordination at different levels.
- Reports generation & compilation.
- To perform Standard Quality Testing Procedures for Medicines.
- To maintain Standard Operating Procedures.

## **TOR for Pharmacist:**

### **Qualification:-**

- Essential:** - 1. Diploma in Pharmacy from recognized university/Board of technical education  
2. Registered with State Pharmacy Council, Haryana.  
3. Computer Proficiency of high level.  
4. 2 years work experience in health facility preferable in distribution of drugs.

**Desirable:-** B.Pharm from recognized university. Registered with State Pharmacy Council, Haryana.

**Age:-** Not more than 40 years.

**Pay Structure:-**12500/ month consolidated.

**Number of Posts:** 1 per Warehouse

### **Role & Responsibility:**

- Handling & Proper storage of medicines
- Receiving & Indenting of medicines & management of Inventory
- Proper Entry of data & software updating
- Proper record maintenance
- Collection of demand & supply of drugs at different institutional levels.
- Proper coordination at different levels
- Reports generation & compilation.
- To maintain Standard Operating Procedures.