



**HEADQUARTERS OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN: C.I.G. MARG : NEW DELHI-2
(ISO 9001:2000 QMS CERTIFIED)**

RECRUITMENT OF SUPPLY CHAIN MANAGERS IN E.S.I. CORPORATION

Applications in the prescribed form are invited for filling up the post of **Supply Chain Managers** in ESI Corporation by direct recruitment on regular basis. The break up of vacancies is as under:

S. No.	Post	Vacancies				
		SC	ST	OBC	UR	Total
01	Supply Chain Manager	--	--	01	01	02

The vacancies advertised above are subject to increase or decrease solely on the discretion of E.S.I. Corporation.

Scale of Pay	Age Limit	Educational & Other Qualifications
PB-3 of Rs. 15,600-39,100 with Grade Pay of Rs. 5400/-.	Not exceeding 35 years as on 12.08.2011 (relaxable for employees of the Employees' State Insurance Corporation and the Govt. Servants upto 5 years in accordance with instructions or orders issued by the Central Government, relaxable for OBC/PH/Ex. Servicemen as per Govt. of India Instructions)	<u>ESSENTIAL QUALIFICATIONS</u> MBA with specialization in Supply Chain Management/Logistics. <u>Experience:</u> 3 year Experience in Logistics Management especially in Health Care/Drug Distribution.

Fee: Application has to be submitted along with a Demand Draft as detailed below.

S. No.	Category	Fee Amount
01	SC/ST/PH/ Departmental Candidates, Female Candidates & Ex Servicemen	NIL
02	All other categories	225/-

The Demand Draft issued from any scheduled bank should be drawn in favour of **"E.S.I. Fund Account No.-1, payable at New Delhi**. Payment of fee by any other mode will not be acceptable.

HOW TO APPLY:

- A Applicants for the above posts may apply in the form appended below. Application complete in all respects and enclosing attested copies of all essential certificates are to be sent in a cover superscribed "Application for the post of _____" by Registered Post / Speed Post so as to reach **"The Jt. Director (Recruitment), E.S.I. Corporation (Hqrs. Office), Panchdeep Bhawan, C.I.G. Marg, New Delhi-110002"**. The following documents should be attached alongwith the application form.
- (i) One copy of recent colored passport size photographs duly attested by Group 'A' / Group 'B' Gazetted Officer and pasted on the application form.
 - (ii) Attested copies of certificates and testimonials in support of proof of age / date of birth, educational qualifications and experience etc.
 - (i) Attested copy of community / status certificate in prescribed form in case of candidates belonging to SC/ST/PH / Ex. Servicemen category.
 - (ii) The demand draft should not be tagged or stapled but should be pinned or clipped at the top of the application form. **The name and address of the candidate and the post applied for should be written on reverse of the demand draft.**

- B. **The last date of receipt of applications 12-08-2011** (last date for receipt of application from candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep will be **19-08-2011**).
- C. Candidates employed in ESIC / Govt./ Semi Govt. /Autonomous bodies should send their applications through proper channel. However, they may send an advance copy of their application before the last date. The advance copy should also be complete in all respects, enclosing attested copies of all certificates.

General Conditions:-

- (i) The crucial date for determining the age limit and other eligibility criteria shall be the closing date for receipt of applications from candidates in India i.e. **12-08-2011** and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of Jammu and Kashmir State, Lahaul and Spiti District and Pangi Sub-Division of Chamba district of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep
- (ii) Mere submission of application does not confer any right to the candidate for being called for interview.
- (iii) A candidate should submit one application for one post.
- (iv) Application should be submitted in the prescribed form only. It should be filled up in block/capital letters in the candidates own handwriting.
- (v) Incomplete or Unsigned applications or the applications received without the certified copies of mark sheets /certificates of educational qualification, application fee, postal charges, caste certificate and photographs and those received after the last date of receipt of applications will summarily be rejected without any communication to the candidate.
- (vi) Wrong declarations/submission of false information or any other action contrary to law shall lead to cancellation of the candidature at any stage.
- (vii) Fee once paid is not refundable.
- (viii) **Disqualification – No person:-**
(a) who has entered into or contracted a marriage with a person having a spouse living; or
(b) Who, having a spouse living, has entered into or contracted a marriage with any person; shall be eligible for appointment to the said posts.
Provided that the Director General may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this Regulation.
- (ix) ESIC will not be responsible for postal delays.

Mode of Selection: - The selection for the above posts will be on the basis of interview which will be conducted by the Selection Board at New Delhi. However ESIC reserves the right to change the centre, if need be. The results of the interview will be published in the Newspapers and on the website of the Corporation and no inquiry or correspondence in this regard will be entertained.

Note:-

- (i) Work experience after obtaining the essential educational qualification will be reckoned as on **12-08-2011**. Experience certificate duly signed by the Head of Department indicating clearly the period and nature of work should be submitted alongwith the application form.
- (ii) The crucial date for determining the eligibility criteria i.e. qualification, experience, age, etc shall be the closing date (i.e. **12-08-2011**) of receipt of applications.

Caution: - Canvassing in any form will be a disqualification.

Dated: 01.07.2011

Jt. Director (Rectt.)

APPLICATION PERFORMA

1. Application for the Post of: _____
2. Particulars of the draft:
 - (a) Amount Rs. _____
 - (b) Name of issuing bank branch _____
 - (c) D.D. No. _____ dated _____
3. Name in full (in block letters) _____
4. Father's / Husband's Name _____
5. (a) Date of Birth (in figures) _____
(in words) _____
(b) Age as on closing date (i.e. **12-08-2011**) _____
6. (a) Religion _____
(b) Nationality _____
7. Mailing address _____
(with e-mail address _____
and telephone number) _____
8. Permanent Address _____
(with e-mail address _____
and telephone number) _____
9. Sex (write 1 for Male, 2 for Female)
10. (i) (a) If Physically Handicapped (Orthopaedically handicapped) Yes / No
b) Percentage of Disability _____
(ii) Whether Ex-Serviceman Yes / No
(iii) Whether ESIC / Govt. Employees Yes / No
11. Community to which applicant belongs
(Write 1 for SC
2 for ST and
3 for OBC
4 for General)
12. ESSENTIAL EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS
(Attach annexure, if necessary).

Affix attested
recent passport
size photo duly
attested

Name & Address of College	University	Duration		Degree/ Examination Passed	Subjects	Percentage of marks obtained
		From	to			

13. DETAILS OF EMPLOYMENT (IN CHRONOLOGICAL ORDER)

(Attach annexure, if necessary).

Name of the Organization (please specify whether Central Govt./State Govt./Public Sector /Autonomous Body/Private Sector)	Position(s) held	Period of service	Nature of Work done	Scale of Pay	Basic Pay & Allowances

14. Total Experience after obtaining Essential Qualification _____

15. Training.

Institution	Period	Field of Training

16. Academic attainments and activities _____ (Attach annexure, if necessary)

17. List of enclosures

- | | |
|-------|------|
| (i) | (ii) |
| (iii) | (iv) |
| (v) | (vi) |

I hereby declare that all the statements 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 at any stage, my candidature/appointment shall be liable to be cancelled / terminated summarily without notice or any compensation in lieu thereof.

I also affirm that No Objection Certificate from the present employer for applying this post has been applied for/taken.

If selected, I am willing to serve anywhere in India.

Place _____

Date _____

Signature of the Candidate