

NATIONAL BLOOD TRANSFUSION COUNCIL

A registered society under the Ministry of Health & Family Welfare, requires the services of suitable officer for appointment to the post of

ASSISTANT DIRECTOR

In the Pay Scale of Rs. 9300-34800+ GP Rs.4800

- (I) The post will be filled on deputation on transfer on foreign service terms failing which on contract basis.

The eligibility requirements will be:

- A Degree from recognized University
 - Holding the regular post in the scale of pay of Rs. 9300-34800+ GP Rs.4800 with 3 year experience in the field of Administration, Accounts and Finance
- OR
- Holding the regular post in the scale of Rs. 9300-34800+ GP Rs.4600 with 5 year experience in the field of Administration, Accounts & Finance.
 - Having successfully undergone Cash & Accounts Training conducted by the Institute of Secretariat Training and Management, New Delhi.

Period of deputation

The period of deputation/contract will be for one year (**extendable on the organizational requirement**).

Documents required:

- (a) Application in the proforma given in Annexure of this Advertisement.
 - (b) Up-to-Date ACR Dossier or clear Photocopy thereof for the last 5 years duly attested (in case of Government Servant)
- (II) If suitable candidates on deputation are not available, it is proposed to fill the post on contract basis for a specified period or till candidate on deputation is available.

The qualification and experience will be the same as given above.

On contract basis; the fixed remuneration will be in the range of **Rs. 28,750/- to Rs. 50,000/-** per months.

- (III) Application in the prescribed proforma may be sent to:

**Assistant Director General (BS)
National AIDS Control Organization
9th Floor, Chandralok Building,
36, Janpath
New Delhi-110 001.**

The application of regular Govt. servants may be sent through proper channel alongwith copies of ACR's for the last three/five years.

The application with details in the proforma at **Annexure-I** should reach the above address within **30 days** of the publication of this advertisement. Envelope containing the application must be super-scribed in bold letters as "**APPLICATION FOR THE POST OF**

Application received after the last date or otherwise found incomplete, will not be considered. While forwarding the 'applications', it may be certified that the particulars furnished by the officer are correct. It may also be confirmed that in the event of selection for appointment, the officers will be relieved of his/her duty.