



## **ELECTRICAL ENGINEER**

### **Essential Qualifications:**

Bachelor's/Master Degree in Electrical Engineering from a recognized Institute/University or equivalent.

### **Experience :**

At least **10 years** of experience as an executive engineer.

### **Responsibilities :**

1. Designing, developing and implementing electrical projects independently.
2. Maintaining, or improving electrical instruments, facilities, components, and equipment products (such as AC Plant, Lifts, Sub-stations, Gensets, etc.) in multi-story buildings on the 60 acre campus of a Health Science University, preferably with a hospital setting (more than 1200 beds).
3. Good knowledge of energy management system requirements for a University.



## **PURCHASE CUM STORE OFFICER**

### **Essential Qualifications :**

Master Degree from a recognized Institute/ University or equivalent.

### **Experience :**

At least **5 years** of experience as purchase cum Store officer in the well-known Health Sciences University with more than 1200 beds capacity hospital.

### **Responsibility :**

1. Manage and Monitor day to day Activities of Purchase & Central Store.
2. Connect with all Department heads to determine their procurement needs.
3. Sourcing materials, goods, products, and services and negotiating the best or most cost-effective contracts and deals.
4. Performing inventory inspections and reordering supplies and stock as necessary.
5. Expert in Inventory Control and Stock Management.
6. Expert in Audit Process (Internal & External)
7. Updating and maintaining records of all orders, payments, and received stock.
8. Ensure compliance with institution policies and procedures.



## **SECURITY OFFICER**

### **Essential Qualifications :**

1. Bachelor's/Master Degree from a recognized University/ Institution

**OR**

2. Defense services background (equivalent examination)

### **Experience :**

1. **Five years** experience as a Supervisor / Supervisory Position in Security in the Central/Deemed/Private Universities.
2. Must have experience of Managing a Campus of about 60 Acres and more than 250 security personnel.
3. Persons who have served in the Army or such Uniformed Service at Junior Commissioned Officer (JCO) level or equivalent or above will be preferred