



भारतसरकार /Government of India
स्वास्थ्य एवं परिवार कल्याण मंत्रालय, स्वास्थ्य सेवा महानिदेशालय
Ministry of Health & Family Welfare, Directorate General of Health Services
केन्द्रीय औषध परीक्षण प्रयोगशाला /CENTRAL DRUGS TESTING LABORATORY
(एनएबीएल मान्यता प्राप्त प्रयोगशाला) / (NABL Accredited Laboratory)
सी. डी. एस. सी. ओ आंचलिक कार्यालय, सी.डी.एस.सी.ओ.भवन, एस.आर. नगर /
CDSCO Zonal Office, CDSCO Bhavan, S.R. Nagar,
टी.एस.टी.बी.प्रदर्शन एवं प्रशिक्षण केन्द्र के बगल में, हैदराबाद- ५०००३८, तेलंगाना
Beside T.S T.B Demonstration and Training Centre, Hyderabad- 500 038, Telangana
टेलीफोन/Telephone: 040-23811327, फैक्स/Fax: 040-23811328, ईमेल/e-mail: cdtlhyd@cdsco.nic.in

संदर्भ संख्या/Ref.No: CDTLH/Recruit/2020-21/415

दिनांक/Date: 23.11.2020

**RECRUITMENT OF CONTRACTUAL STAFF FOR
CENTRAL DRUGS TESTING LABORATORY-HYDERABAD**

Central Drugs Testing Laboratory, Hyderabad is statutory laboratory working under administrative control of Drugs Controller General (India), CDSCO, DGHS, Min. of Health & Family Welfare, New Delhi. Applications from eligible candidates are invited in the prescribed format for the recruitment of following contractual posts at CDSCO Zonal Office and Central Drugs Testing Laboratory, Hyderabad

The appointments of the following posts are purely **on contractual basis through outsourcing agency for one year**. The contractual period may be reduced or extended at the sole discretion of the management (CDSCO, HQ). During the contract period the services can be terminated without any notice or without assigning any reasons whatsoever.

Sl. No.	Name of the contractual posts	No. of posts	Monthly remuneration (Fixed)Rs.	Qualification experience, Age limit job description etc.
(1)	(2)	(3)	(4)	(5)
1.	Bench Chemist	06	32,000/-	<p>Age: 21-32 years</p> <p>Qualification: a. Essential :</p> <ul style="list-style-type: none">• First Class with B.Pharmacy /M. Pharmacy in Pharmaceutical Science /M.Sc., in Pharmaceutical Chemistry or Chemistry of a recognized University/Institute <p>b. Desirable :</p> <ul style="list-style-type: none">• Degree with 5 years (or) Post-Graduation with three years experience in analytical testing of drugs, cosmetics and medical devices as per Drugs & Cosmetics Act will be given preference.• Candidates with Pharmaceutical Chemistry/ Pharmaceutical Analysis / Organic / Analytical Chemistry as one of the specialization in Post-Graduation will be given preference.• Candidates having knowledge of GLP/ ICH/ISO guidelines will be given preference.• The candidates shall also have sound knowledge of computer operation. <p>Job description: To perform analysis of Drugs, Cosmetics & Medical Devices. Maintenance and calibration of various analytical instruments. Maintenance of records as per GLP etc., Any other duties assigned by the Head of Laboratory from time to time.</p>

2.	Lab Assistant	02	Rs.17,991/-	<p>Age: 21-30 years</p> <p>Qualification: The candidates should be Degree/12th passed with Chemistry or Biology or any other science as one of the subject. Preference will be given to such candidates having work experience in Drugs testing laboratory.</p> <p>Job description:</p> <p>To help technical staff in drugs testing and allied procedure proper maintenance of testing record. Preparation of reagents, solutions and maintenance of the Laboratory. Any other duties assigned by the Head of Laboratory from time to time.</p>
3.	Office Assistant	01	Rs.17,991/-	<p>Age: 21-30 years</p> <p>Qualification: The candidates should be 10/12th passed. Preference will be given to such candidates having experience in Drugs testing laboratory.</p> <p>Job description:</p> <p>To upkeep and maintenance the laboratory cleanness and providing hospitality services.</p>

Receipt of application & Shortlisting for written test / Interview

1. Receipt of applications through email id : cdtlhjob@gmail.com only.

a. In case, number of applications are high, suitable shortlisting criteria of candidates will be done with preference for candidates having desirable qualification and experience.

b. Written test and or Interview shall be communicated to shortlisted candidates.

The selected candidates will receive the appointment order from outsourcing agency.

Instructions:

- 1) Application must be as per the Annexure – I (format attached).
- 2) Applications will be accepted through email : cdtlhjob@gmail.com with following annexures in pdf format only.

Details of enclosures in pdf format

Sl. No.	Name of the Attachment
1.	Application Form (Annexure – I) as one pdf
2.	Brief Curriculum Vitae with Photo as one pdf
3.	Qualifications (Starting from Post Graduate to SSC) as one pdf
4.	Experience Certificate(s) as one pdf
5.	One Address Proof (Aadhar Card / Driving License / Voter ID)
6.	Intimation Letter /No Objection Letter from present employer.

- 3) The last date for applications is on or before 14th December, 2020 by 5.30 p m along with the enclosures.
- 4) Application are not accepted directly as hard copy / by post / after due date will not be entertained.
- 5) The candidates should mention on the subject column in e-mail “**Application for the Post of Bench Chemist/ Lab Assistant/ Office Assistant**”.



Smt. A. Visala

DDC (I), CDSCO, Hyderabad &
Additional Charge, CDTL Hyderabad.

APPLICATION FORMAT



1. Name of the post applied for:
2. Full Name of the candidate:
(in Capitals)
.....
3. Date of Birth:
 Day Month Year
4. Gender: (Write '1' for Male, '2' for Female):
5. Marital Status:
6. Father's/Husband's Name:
7. Proficiency in Language:
8. Mailing Address (in block letters):
.....
.....
.....Pin code:
- Tel. No.:Mobile:
- Email ID:
9. Nationality:
10. Whether Physical Handicapped? : (Write '1' for Yes, '2' for No)
11. Community (please tick √) SC ST OBC GENERAL
12. Educational Qualification:

Degree/ Examination	Year	Board / University	Subject	Specialization	Encl. No.
Post-Graduation (M.Pharm/M.Sc.,)				1. 2. 3. 4.	
Graduation (Degree/B.Pharm./B.Sc.,)					
Intermediate/10+2					
SSC/10 th					

13. **Brief professional experience:**

Office/Instt. Firm	Post held	Part time/ contract basis/ Ad-hoc/ regular/ Temp./ Pmt.	Exact dated to be given (indicate day, month & year)		Total Period (in- years)			Last pay with proof	Nature of duties	Encl. No.
			From	To	Year	Months	Days			
Total										

14. Any other relevant information (Training/Workshop etc.):

15. Details of enclosures in pdf format

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2.	Brief Curriculum Vitae with Photo as one pdf
3.	Qualifications (Starting from Post Graduate to SSC) as one pdf
4.	Experience Certificate(s) as one pdf
5.	One Address Proof (Aadhar Card / Driving License / Voter ID)
6.	Intimation Letter /No Objection Letter from present employer.

Note : No TA /DA will be paid to the applicant called for written test /interview.

I hereby declare that all the statements made in the application we true and complete to the best of my knowledge and belief. I have not suppressed material facts in the information/data furnished above. **I have informed my Head Office/Deptt, in writing that I am applying for this selection.**

Date:

Signature of Candidate:

Place:

Address: