

## REGIONAL RESEARCH INSTITUTE OF UNANI MEDICINE, BHADRAK-756100

F. No. 1-7/2017-RRIMUM/BH/Estt

Date: 08.12.2017

### Eligibility Criteria for Outsource Manpower

S. No.	Name of the Posts	Eligibility Criteria	Remuneration
1.	Pharmacist/ Compounder	Age limit: Upto 28 years <b>Essential:</b> 1. Metric or equivalent from a recognised Board /Institution 2. Certificate of training as Compounder in Unani System of Medicine of minimum one year duration from a recognised Institution. 3. Two year experience preferably in the dispensary/Hospital of Unani system of Medicine. <b>Desirable:</b> Knowledge of Urdu, Arabic & Persian.	Rs. 20,000/-
2.	Data Entry Operator	Age limit: Upto 30 years <b>Essential:</b> 1. Graduate in any discipline from a recognised university 2. Should have good communication, Writing ability and Interpersonal Skills 3. Knowledge of computer applications such as MS Word, MS Excel and Power Point	Rs. 20,000/-
3.	Multi Purpose Health Worker	Age limit: Upto 30 years <b>Essential:</b> 1. 12 <sup>th</sup> pass from a recognised Board. 2. Should have good communication, Writing ability and Interpersonal Skills 3. Knowledge of computer applications such as MS Word, MS Excel and Power Point	Rs. 16,000/-
4.	Assistant	Age limit: Upto 30 years <b>Essential:</b> 1. 12 <sup>th</sup> pass from a recognised Board. 2. Should have good communication, Writing ability and Interpersonal Skills 3. Knowledge of computer applications such as MS Word, MS Excel and Power Point	Rs. 16,000/-

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Research Officer In-Charge

**REGIONAL RESEARCH INSTITUTE OF UNANI MEDICINE, BHADRAK**  
(Under CCRUM, Ministry of AYUSH, Govt. of India)

**APPLICATION FOR THE POST OF:**

1. Candidate's Name in full (IN BLOCK LETTERS) \_\_\_\_\_

2. Father's Name in full \_\_\_\_\_

3. Address \_\_\_\_\_

(i) Postal address \_\_\_\_\_

(ii) Permanent address \_\_\_\_\_

(iii) E-mail address \_\_\_\_\_

(iv) Telephone/Mobile No. \_\_\_\_\_

4. a) Date of birth 

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(Based on matriculation or school leaving certificate. An attested copy of the certificate must be attached)

b) Age as on the last date of receipt of application 

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5. Place of Birth and State in which it is Situated \_\_\_\_\_

6. Nationality \_\_\_\_\_

State either by the birth or by Domicile \_\_\_\_\_

7. Caste \_\_\_\_\_ State whether SC/ST/OBC

(An attested copy of the certificate must be attached)

8. a) Father's nationality \_\_\_\_\_

b) Profession \_\_\_\_\_

c) Name of the State to which the Candidate's father belong or Belonged \_\_\_\_\_

9. a) Candidate's mother tongue \_\_\_\_\_

b) Other Indian and foreign language, if any, he/she known. Give full particulars and state the examination passed.

If any, each.

Read Only	Speak only	Read & speak	Read, write & speak	Examination passed

10. Examination passed:

Examination passed	Name of the School/College	University or Board	Year	%age of marks	Subjects	Distinction

11. Appointment so far held:

S.No.	Name of the post with full address of the employers	Date of joining	Date of leaving	Nature of duties performed during the service	Scale of pay and basis pay drawn	Reason for leaving

12. If candidate has been outside India, the following particulars should be given:

Country visited	Date of visit	Duration of visit	Purpose of visit

13. Any other work relevant to the qualifications for the post applied for done since leaving colleges with dates

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14. a) are you free from debt?

(Answers 'yes' or 'no')

a) If you are under liability to repay

Money advanced by any purpose,

State the particulars:

b) If the answer to (a) is 'No'

Answer (b) clearly:

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15. Name, addresses and professions of two referees, who should be responsible persons, not related to the candidate but well acquainted with him in private life, and not connected with his school or college.

S.No.	Name of referees	Address	Period for which he was known to the candidate
1.			
2.			

17. Details of enclosures:

- |    |     |
|----|-----|
| 1. | 2.  |
| 3. | 4.  |
| 5. | 6.  |
| 7. | 8.  |
| 9. | 10. |

18. Additional information if any:

### DECLARATION

I declare that all statement recorded in the application form are true to the best of my knowledge and belief.

Signature of the Candidate in full \_\_\_\_\_

Present address for correspondence \_\_\_\_\_

\_\_\_\_\_

Place:

Date:

If employed, remarks of the forwarding authority:

Signature


Name

Designation

Place:

Date:

Note: Application not signed by the candidate is liable to rejection.



### TENDER NOTICE

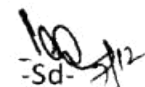
Sealed tenders (double bidding) are invited from registered, reputed, experienced and financially sound Outsource Manpower Agencies for providing **Pharmacist/Compounder, Data Entry Operator, Multi Purpose Health Worker and Assistant** (each one post) for the special programme under The Tribal Sub Plan (TSP) in Regional Research Institute of Unani Medicine (RRIUM), Chandbali Bypass Road, Near Rural Police Station, Bhadrak-756100 (Odisha). The period of the contract shall be for an initial period of one year from the date of execution of the agreement which may be extended/curtailed by the Competent Authority depending upon the performance and requirement of the Institute.

Tender form set can be obtained from the Jr. Administrative Officer, RRIUM, Bhadrak during working hours between 09:00AM to 04:30PM and on Saturday from 09:00AM to 12:45PM. The cost of Tender form set is @Rs. 50/- (Rupees fifty only) (non-refundable) which can be deposited either by cash or Demand Draft in favour of Research Officer In-Charge payable at Bhadrak from any Nationalised Bank.

The interested and eligible agencies may submit their tender documents completed in all respect alongwith the Earnest Money Deposit (EMD) of Rs. 10,000/- (Rupees ten thousand only) (no interest is payable) by Demand Draft in favour of Research Officer In-Charge payable at Bhadrak from any nationalised bank by **26.12.2017 at 03:00PM**. The tender shall not be entertained after this deadline under any circumstances whatsoever

Pre-bid meeting will be held to clarify any queries of the tender on **14.12.2017 at 03:00PM**. Technical bids will be opened on **08.01.2018 at 03:00PM** in conference Hall of RRIUM, Bhadrak in presence of firm's representatives.

The research Officer In-Charge reserves the right to amend/withdraw any of the terms & conditions in the tender documents or to reject any or all tenders without giving any notice or assigning any reason thereof. The decision of the Research Officer In-Charge in this regard shall be final and binding to all.

  
-Sd- 7/12  
Research Officer Incharge  
5/12