

JOB DESCRIPTION

General Manager- Supply Chain, Uttar Pradesh Medical Supplies Corporation (UPMSC), Lucknow, Uttar Pradesh

1. POSITION VACANT: General Manager- Supply Chain, Uttar Pradesh Medical Supplies Corporation (UPMSC), Lucknow, Uttar Pradesh

2. ORGANIZATION BACKGROUND:

Headquartered in Lucknow, **Uttar Pradesh Medical Supplies Corporation (UPMSC)** is registered under the Companies Act 2013. It shall be headed by an IAS officer and will act as the nodal organization for centralized procurement and distribution of drugs and equipment to Government Health Facilities in Uttar Pradesh. It shall replace the existing decentralized procurement involving **Chief Medical Store Depot (CMSD)** and district level authorities.

UPMSC's vision is to ensure availability of quality drugs, medical equipment at lowest cost at all public health facilities.

Besides procuring medicines and equipment, **UPMSC** will also enter into private-public partnerships for bringing changes in the health sector.

Basic Objective of UPMSC:

- (1) Ensuring coverage of all the essential drugs under Rate Contract;
- (2) Facilitating supplier selection, contract negotiation and share of business allocation;
- (3) Establishment and execution of Centralized procurement systems for the procurement of drugs, consumables and medical equipment in Uttar Pradesh;
- (4) Ensuring quality control and availability of all the drugs & consumables and medical equipment at district drug warehouses, procured through **UPMSC**;
- (5) Ensuring timely payments to the suppliers against the procurement of drugs, consumables and medical equipment by **UPMSC**;
- (6) Maintaining records related to indents/ requirements, purchase orders, supply and consumption of drugs, consumables and medical equipment and support in preparation of annual forecasting and budgeting process;
- (7) Reconciliation of indents vs budgetary allocations and budget variance analysis for procurement of drugs, consumables and medical equipment;
- (8) Procurement of medical equipment or other materials based on purchase requests received from others department/ organization of Government of Uttar Pradesh.

For more information about the organization, please visit www.upmsc.in

3. JOB DESCRIPTION/ RESPONSIBILITIES:

Reporting to the **Executive Director**, the **General Manager- Supply Chain** shall be responsible for coordinating supply chain of drugs and medical supplies in the state of Uttar Pradesh including warehouse operations, management and distribution of supplies. He shall be supported by Manager- Warehouse and Supply Chain.

Key Roles and Responsibilities:

- (1) Ensuring uninterrupted supply of drugs, consumables and medical supplies at all the healthcare facilities in the state by doing continuous monitoring of supplies from vendors, distribution, consumption using IT based Logistics Management Information System;

- (2) Overseeing inventory analysis and management for drugs, consumables and medical supplies at **UPMSC** warehouses and ensuring that the inventory norms are followed;
- (3) Coordinating with Drugs Procurement Division in timely generation of Purchase Orders to ensure timely supply and distribution of drugs, consumables and medical supplies;
- (4) Coordinating with Quality Control Division to enable pre and post-delivery inspection and testing of all batches of supplies are conducted at warehouse, district and facility level as per QA Protocols established in the Corporation;
- (5) Overseeing the performance of operations at all the warehouses related to Stock handling, Store-keeping, MIS Operations, Logistics etc. and ensuring smooth functioning as per the pre-defined norms;
- (6) Ensuring that stock-outs are adequately monitored at all warehouses and actions are taken in a timely manner to avoid stock-outs;
- (7) Monitoring the distribution of drugs from warehouses to health facilities in the state;
- (8) Making annual demand forecasting for drugs, consumables and medical supplies and providing inputs to Drugs Procurement Division in budgeting and quantification for the purpose of annual procurement planning;
- (9) Ensuring that the manpower and talent pool are trained and well equipped for efficiently managing supply chain of drugs, consumables and medical supplies;
- (10) Performing any other related tasks as assigned from time to time.

4. QUALIFICATION, SKILLS AND EXPERIENCE:

Qualification:

Essential

Applicants must have Graduate degree in Engineering/ Science/ Pharmacy.

Desirable

- 1) Post Graduate degree or diploma in Business Management from a recognized institution/ university;
- 2) Certificate/ Diploma in Procurement/ Supply Chain Management or related fields.

Experience:

Essential

Applicants must have:

- (1) Minimum 8 years of post-qualification experience of which at least 5 years in supply chain management of drugs and medical supplies;
- (2) Minimum 3 years of supervisory experience.

Desirable

- (1) Experience of supply chain management of drugs/medical supplies for public agencies;
- (2) Applicants with deep understanding of and logistics cycle, QA and regulatory requirements for drugs and medical supplies shall be preferred;
- (3) Experience in public healthcare sector.

Skills and Attitude:

- 1) In-depth knowledge of inventory management;
- 2) Applicant must be conversant with IT based Drugs Logistics Inventory Management System/Application in private/ public health setting;
- 3) Ability to develop and institutionalize operational processes and controls;
- 4) People Management skills.

5. AGE: Maximum age limit 45 years

6. VACANCY DETAILS: 1 Vacancy (UR)

7. CONTRACT TYPE AND PERIOD:

The position is on offer on a contractual basis, initially for a period of three years, extendable thereafter, based on performance and subject to further approval by the **UPMSC**.

8. COMPENSATION OFFERED:

Maximum consolidated emolument for the position is approx. Rs. 1,40,000 per month.

9. LOCATION: Lucknow

10. REFERENCE: GM-SC

11. CONTACT INFORMATION:

Senior Consultant
Strategic Alliance Management Services P Ltd.
1/1B, Choudhary Hetram House, Bharat Nagar
New Friends Colony, New Delhi 110 025
011- 2684 2162; 4165 3612

12. LAST DATE FOR APPLICATIONS:

Eligible candidates interested in this position are requested to apply online at www.sams.co.in by or before **June 8, 2018, 11:59:59 pm**.

Online application link: <https://bit.ly/2s633eQ>

Please Note: Only online application submitted by the candidates shall be considered valid. Applications received through other sources shall be deemed invalid.