



## KERALA PUBLIC ENTERPRISES (SELECTION & RECRUITMENT) BOARD

Vellayambalam, VikasBhavan P.O, Thiruvananthapuram

E-mail : [kpesrb@gmail.com](mailto:kpesrb@gmail.com) Tel : 0471-2995042

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### NOTIFICATION

CATEGORY NO: 060/2024

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Opening Date: 14-06-2024

Closing Date: 17-07-2024

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Name of the PSU : Kerala State Drugs and Pharmaceuticals Limited

Name of the post : Junior Manager (Purchase)

No. of Vacancy : 1

Category of the PSU : C

Pay Scale : 16,180 - 29,180

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#### I. COMPANY PROFILE:

The Kerala State Drugs and Pharmaceuticals Ltd, Alappuzha, the only allopathic Pharmaceutical formulations manufacturing organisation of the Government of Kerala. The company was setup in 1974 and has been supplying a variety of medicines to the Government hospitals and institutions in the State for over 40 years and also to Government institutions of Andhra Pradesh, Telangana, Karnataka, Tamil Nadu and for the Janaushadi programme.

#### II. JOB DESCRIPTION AND RESPONSIBILITIES:

Assists in the procurement process by monitoring stock levels, researching vendors, tracking orders, and maintaining purchasing records.

#### III. ELIGIBILITY:

### **1. QUALIFICATION:**

Applicant should possess a Graduation preferably in Science.

### **2. AGE LIMIT:**

Applicant must possess minimum age of 21 and maximum age of 36. Scheduled Caste/ Scheduled Tribe and Other Backward communities are eligible for usual age relaxation

### **3. DESIRABLES:**

Science Graduates are preferred.

### **IV. NOTE TO APPLICANTS:**

1. The applicants are required to go through the notification carefully and satisfy themselves about their eligibility for this recruitment before applying
2. Admittance to the interview will be provisional only. The Interview Board will have the right not to evaluate the performance of the candidate if material discrepancy is found regarding the applications/credentials at the interview stage. The candidature of such candidate will be rejected.
3. Candidates shall submit their applications via online mode only. Applications submitted via any other medium will be summarily rejected.
4. Candidates must upload their essential qualification and essential experience certificates while applying. Those who fail to upload the certificates shall be summarily rejected.
5. Candidate should provide a valid email ID and mobile number as all correspondence pertaining to recruitment will be communicated by the email address and mobile number provided at the time of filling online application.
6. Relaxation in upper age limit is applicable to the eligible candidates as per rules.

**Secretary**  
**Kerala Public Enterprises**  
**(Selection & Recruitment) Board**