



**Office of the State Mission Director
National AYUSH Mission
1st Floor, Bliss Haven, 82/1827(3), Convent Road,
Vanchiyoor P.O, Thiruvananthapuram
Phone : 0471-2 474 550, Email:namkerala@gmail.com**

NAM/262/2022-A/SPMSU

12-10-2023

Procurement Officer (Contract Basis -1 Post)

Qualification: MBA or Equivalent

- Minimum 5 years' experience as Procurement Officer/E-tender processing in Govt. sector
IT/ Computer knowledge (MS Office)
- Age Limit: 40 as on 01-10-2023 (relaxation in age limit will be given to candidates having experience in Govt. Mission/Project)
- Consolidated Pay: 40,000/-**

1. The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for various post before applying. Applicants must compulsorily fill-up all relevant fields of application and submit in a sealed envelope directly or through post on or before **25-10-2023** to **The State Mission Director, State Programme Management and supporting Unit, 1st Floor, 82/1827 (3) National AYUSH Mission, Bliss Haven, Vanchiyoor P.O, Thiruvananthapuram.** Applications will be accepted only on working days from 10 AM to 5 PM.
2. Application received after 5 PM on 25-10-2023 will be summarily rejected.
3. Application submitted in any format other than the format given along with the notification will not be accepted and such applications will be summarily rejected.
4. Self-attested copies of certificates proving age and educational qualifications for the respective posts should be submitted along with the application. Applications without copies of certificates will not be accepted and will be summarily rejected.
5. Incomplete / incorrect application from will be summarily rejected.
6. The applicants should have a personal E-mail ID and Mobile Number. It should kept active till the completion of the recruitment process. National AYUSH Mission will send intimation regarding interview, written examination and any other matters related to recruitment process only through the E-mail ID provided by the applicant.
7. National AYUSH Mission (NAM) under any circumstances will not entertain the information if any furnished by the applicants subsequently.

8. If any is detected during the scrutiny the candidate will be rejected even through He/She come through the final stage of recruitment process.
9. The applicants should not furnish any false, tampered, fabricated information or suppress any material information while filling the application form. If the particulars furnished in the application form do not tally with the original document produced by the applicant, His/Her application will be rejected. If any candidate possesses equivalent qualification the equivalency certificate shall be produced along with the application.
10. Failure to submit equivalency certificate will result in rejection of the application.
11. The number of vacancies is only indicative and not guaranteed. NAM reserves the right to engage or not to engage persons as advertised.
12. The mode of recruitment shall be interview. In case if there are 20 or more applicants for a particular post written test will be conducted along with the interview



State Programme Manager (ISM)
National AYUSH Mission

Dr. Saji P.R

State Programme Manager (ISM)
National AYUSH Mission, SPMSU
Thiruvananthapuram, Kerala

