

HLL Lifecare Limited is a Mini Ratna Company of Govt. of India under the Ministry of Health & Family Welfare. HLL, a Schedule-B Public Sector Enterprise is today a multi product, multi unit organization addressing various public health challenges. The Company with eight manufacturing units and marketing offices throughout the country is engaged in the manufacturing and marketing of a wide range of contraceptives and healthcare products. The company has also ventured into Infrastructure Development, Procurement & Consultancy Services, setting up of Life Spring Hospitals, Women's Health Pharma Division and setting up of Diagnostic Centres.

HLL offers a challenging work environment with ample opportunity for advancement, for personal and professional growth.

HLL now requires experienced, dynamic and result oriented professionals for the following positions under Fixed Term Contract/Training and Development Scheme and Apprenticeship act to work at **HLL Lifecare Ltd.**, Kanagala Factory, Kanagala – 591 225, Belagavi (Dist.) Karnataka (State).

**Details of the Requirement are as follows:**

**A) Under Fixed Term Contract**

**1) Executive or Deputy Manager (Formulation and Development)**

Sl.No.	Particulars	Credentials
01	Position Name	Executive or Deputy Manager (Formulation and Development)
02	No. of posts	01 (one)
03	Educational Qualification	M. Pharma
04	Experience	Minimum 1+ years' of experience in the field of Formulation and Development or Research and Development in pharma plants with WHO/USFDA/MHRA/ENVISA/PICS approval and exposure on following activities: <ul style="list-style-type: none"><li>➤ Formulation and development, establishing product design and performing product evaluation.</li><li>➤ Writing technical reports and documentation of the developmental work.</li><li>➤ Generating data to substantiate claims regarding</li></ul>

		<p>the safety and efficiency of new products.</p> <ul style="list-style-type: none"> <li>➤ Preparation of product development report/s intended for submission to the regulatory authorities.</li> </ul>
05	Type of employment	Fixed Term Contract (FTC)
06	Period of appointment	Initially for 2 years, which is extendable for further period on need basis.
07	Salary in Rs.	Consolidated pay in the range of Rs.20000 to Rs.40000/- per month + Other benefits like Medical, Leaves, etc. as applicable from time to time.
08	Maximum Age limit	40 years

## 2) Executive or Deputy Manager (Regulatory Affairs)

Sl.No.	Particulars	Credentials
01	Position Name	Executive or Deputy Manager (Regulatory Affairs)
02	No. of posts	01 (One)
03	Educational Qualification	M. Pharma
04	Experience	<p>Minimum 1+ years' of experience in Regulatory Affairs activities of pharma plants with WHO / USFDA / MHRA / ENVISA / PICs approval and exposure on following activities:</p> <ul style="list-style-type: none"> <li>➤ Preparation of dossiers for different Regulated, Semi regulated, Non -regulated countries and domestic market.</li> <li>➤ Co-ordination between Drugs control department for getting license and certificate and compliance.</li> <li>➤ Preparation and review of Artworks.</li> <li>➤ Preparation and review of Quality Management System (QMS) documents.</li> <li>➤ Preparation &amp; review of product quality review.</li> <li>➤ Preparation and review of master documents, Like SOP, BMR, BPR, Master list, Logbooks etc.</li> </ul>

05	Type of employment	Fixed Term Contract (FTC)
06	Period of appointment	Initially for 2 years, which is extendable for further period on need basis.
07	Salary in Rs.	Consolidated pay in the range of Rs.20000 to Rs.40000/- per month + Other benefits like Medical, Leaves, etc. as applicable from time to time.
08	Maxim age limit	40 years

### 3) Executive or Deputy Manager (Mechanical)

Sl.No.	Particulars	Credentials
01	Position Name	Executive or Deputy Manager (Mechanical)
02	No. of posts	01 (One)
03	Educational Qualification	Bachelor of Engineering (BE) in Mechanical
04	Experience	Minimum 1+ years' of experience in Engineering / Mechanical activities of pharma plants with WHO / USFDA / MHRA / ENVISA / PICs approval and exposure on following activities: <ul style="list-style-type: none"> <li>➤ Preventive maintenance, breakdown maintenance &amp; annual maintenance</li> <li>➤ Purified water system, Utilities</li> <li>➤ Validation and documentation.</li> <li>➤ Design, development, modification of equipment and instruments.</li> </ul>
05	Type of employment	Fixed Term Contract (FTC)
06	Period of appointment	Initially for 2 years, which is extendable for further period on need basis.
07	Salary in Rs.	Consolidated pay in the range of Rs.20000 to Rs.40000/- per month + Other benefits like Medical, Leaves, etc. as applicable from time to time.
08	Maximum age limit	40 years

#### 4) Commercial Assistant

Sl.No.	Particulars	Credentials
01	Position Name	Commercial Assistant
02	No. of posts	01 (One)
03	Educational Qualification	Bachelor of Commerce (B.Com.) / Master of Commerce (M.Com.)
04	Experience	<ul style="list-style-type: none"> <li>➤ 3+ years of work experience in commercial activities like creation of purchase requisitions, floating of tenders, creation of purchase orders / work orders, preparing comparative statements for negotiation.</li> <li>➤ Hands on experience in SAP, MS Office and email.</li> <li>➤ Knowledge on taxation</li> </ul>
05	Type of employment	Fixed Term Contract (FTC)
06	Period of appointment	Initially for 2 years, which is extendable for further period on need basis.
07	Salary in Rs.	Consolidated pay in the range of Rs.10000 to Rs.20000/- per month + Other benefits like leave, etc. as applicable from time to time.
08	Maximum Age limit	40 years

#### B) Under Training and Development Scheme (For Three years)

Position	Min. Qualification	Experience	Age	Stipend per month (in Rs.)
Pharmacist Trainee	B. Pharma with minimum 60% of marks	Fresher can apply	Above 18 years but below 35 years	Rs.10,000/- 1 <sup>st</sup> year Rs.11,000/- 2 <sup>nd</sup> year Rs.12,000/- 3 <sup>rd</sup> year
Graduate Trainee	B.Sc. Chemistry / Microbiology with minimum 60% of marks	Fresher can apply		Rs.8500/- 1 <sup>st</sup> year Rs.9000/- 2 <sup>nd</sup> year Rs.9500/- 3 <sup>rd</sup> year
ITI Trainee	ITI Fitter / Electrician with minimum 60% of marks	Fresher can apply		Rs.8000/- 1 <sup>st</sup> year Rs.8500/- 2 <sup>nd</sup> year Rs.9000/- 3 <sup>rd</sup> year

SSLC Trainee	SSLC Pass	Fresher can apply		Rs.7500/- 1 <sup>st</sup> year Rs.8000/- 2 <sup>nd</sup> year Rs.8500/- 3 <sup>rd</sup> year
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**C) Apprenticeship Trainee (For one year)**

Position	Min. Qualification	No. of positions	Age	Stipend per month (in Rs.)
Graduate Engg. Apprenticeship Trainee	BE / B. Tech. (Electrical / Mechanical)	02 Nos.	Above 18 years but below 35 years	Rs.9000/-
Diploma Apprenticeship Trainee	Diploma in Mechanical Engg./ Diploma in Electrical Engg. (Each one)	02 Nos.		Rs.8000/-
Trade Apprenticeship Trainee	ITI (Fitter / Electrician)	12 Nos.		Rs.6750/-

**General conditions:**

1. Apply only in the prescribed application format available in our company website.
2. Applications should be accompanied by Resume / CV along with self-attested copies of (a) all the academic certificates & Mark sheets (Secondary education to highest qualification) (b) proof of date of birth (c) proof of complete experience along with pay scales/salary break-up for each positions held in the previous organization(s), if applicable (d) Caste Certificate, if applicable, issued by appropriate authority (e) Recent passport size photographs.
3. Wherever CGPA/OGPA in a degree is awarded, the candidates will have to produce document indicating equivalent percentage of marks as per norms adopted by the University/Institute.
4. Selected candidates will be initially posted at HLL LIFECARE- KANAGALA - 591 225, BELAGAVI, KARNATAKA. However their services are transferable from one place to another either in existence or that would come into existence.

5. Age relaxation will be given to SC/ST/OBC candidates as per Govt. of India rules.
6. Age, Qualification & Experience stipulated above should be as on closing date of the advertisement.
7. Experience and age relaxation and higher start in the pay may be considered in case of deserving candidates. Candidates may be considered for lower post in case they are found otherwise suitable depending on their qualification, experience and present position.
8. Reservation / Roster will be as per the Govt. of India Rules.
9. The said recruitment process is liable to be stopped or cancelled at any time at the discretion of the Company with or without assigning any reason and Company's decision will be final in this regard. No interim correspondence will be entertained.
10. Management reserves the right to restrict the number of candidates. Decision of management to call the candidates for selection shall be final. No interim correspondence will be entertained.
11. Mere meeting the conditions of the advertisement by the candidate (s) will not automatically entitle them to be called for Test / Selection / Appointment process.
12. Canvassing in any form will be a disqualification.
13. The candidates should ensure that he/she fulfils the eligibility criteria and other norms mentioned in the advertisement as on the specified dates and that the particulars furnished are correct in all respect. In case, it is detected at any stage of the recruitment process that a candidate doesn't fulfill the eligibility norms and/ or that he/ she has furnished any incorrect/ false information or has suppressed any material/ fact(s), his/ her candidature shall stand automatically cancelled. If any of the above shortcoming(s) is/ are detected even after appointment, his/ her services are liable to be terminated without notice.
14. Candidates employed in Government / Quasi-Government / PSU, should send their application through proper channel or compulsorily produce NOC at the time of test/interview as the case may be, as and when called.
15. Those who are short listed by the Company alone will be called for the written test / interview as the case may be.

16. Candidates will have an option to answer/ reply in Hindi at the time of personal interview.
17. Interested candidates may send their resume only in the format downloaded from the website with copies of Educational Qualification, Experience and Community certificates, Resume / CV along with recent passport size photograph to the GENERAL MANAGER (OPERATIONS) AND UNIT CHIEF, HLL LIFECARE LIMITED, KANAGALA – 591 225., HUKKERI (TALUKA), BELAGAVI (DISTRICT). KARNATAKA (STATE).
18. The envelope should be superscribed with the name of the Post applied for:
- 19. Last Date to receive the applications is 24.12.2020.**