



NATIONAL COUNCIL FOR CEMENT AND BUILDING MATERIALS
(Under the Administrative Control of Ministry of Commerce & Industry, Govt. of India)
34 km stone, Delhi-Mathura Road (NH-2), Ballabgarh-121004, Haryana, India.
Ph: +91-129- 4192222/2242051 Fax: +91-129-2242100
Website: www.ncbindia.com

REQUIRES (ON CONTRACT BASIS)

S NO	Post	Qualification & Experience	Consolidated Salary (Rs) (Per Month)	Age (Maximum)	No of Posts
1	Purchase Assistant	Graduate with Diploma in Materials Management with minimum 5 yrs experience	20,000/- to 25,000/-	40 years	02

Candidates having experience in handling purchase of equipment, stores, consumables, inspection, issue and maintaining records. Applicants having knowledge of import procedures and experience in import of scientific instrument/equipments along with experience in GFR in Govt. /Quasi Govt. will be given preference.

NOTE

1. Preference will be given to candidates having meritorious academic qualifications and relevant experience
2. Age Relaxation is applicable as per Government of India Rules to candidates belonging to 'SC', 'ST', 'OBC' categories.
3. Canvassing in any form and/or bringing influence political or otherwise will be treated as a disqualification for the post.
4. Interim queries will not be entertained.
5. Council reserves the right to raise minimum standards and /or relax age, experience in deserving cases. Number of Post may increase or decrease according to the need of the council.
6. Interested candidates may apply on the above address by sending their application (along with recent passport size photograph) to the Director General within 15 days from the date of this posting on the website, i.e. 09th July 2020, on plain paper giving all details related to name, age, qualification, experience, postal address (contact number) etc along with self-attested copies of all mark sheet / degrees and experience details. Application received through email and fax will not be considered.
7. For detailed information, please visit our website <http://www.ncbindia.com>. All corrigenda, addendum, amendments, clarification etc. to this advertisement will be posted on this website only.

DIRECTOR GENERAL