



## State Blood Transfusion Council (Maharashtra)

Ravindra Annexe, 5<sup>th</sup> Floor Dinshaw Vaccha Road,  
194, Churchgate Reclamation, Mumbai-400 020  
Tel-022-22830216, Fax - 022-22854981

Advt. no. 04/2019

### **Advertisement for employment**

The State Blood Transfusion Council is an autonomous body registered under Societies Act 1860 and as Trust under BPT Act 1950. The Sir J.J. Mahanagr Raktapedhi, Byculla, Mumbai is managed by the SBTC. The State Blood Transfusion Council invites application from the **Retired officers of the Govt. / Semi Govt. organizations** for the following post in Sir J.J. Mahanagr Raktapedhi, Byculla, Mumbai to be filled in on contract basis initially for a period of 11 months which is extendable depending upon performance.

- (1) Administrative Officer (1 post)
- (2) Accountant (1 post)

The qualification, experience and upper age limit shall be as under:

(1) **Administrative Officer**

- (i) Qualification : Should have been minimum Graduate in any discipline
- (ii) Experience : Should have worked in Govt. / Semi Govt. organization and retired as Administrative Officer / Office Supdt. or equivalent and above level post.

Should have in-depth knowledge of Govt. / Semi Govt. organization's rules and Regulations and office procedure.

Should be conversant with the MS Office

- (iii) Age Limit : Should not be more than 62 years on the last date of submission of the application

(2) **Accountant**

- (i) Qualification : Should have been minimum graduate in Commerce
- (ii) Experience : Should have worked in Govt. / Semi Govt. organization and retired as Account Officer / Accountant or equivalent and above level post.

Should have in-depth knowledge of the Accounting and Audit system in Govt. / Semi Govt. organization.

Should have knowledge of Tally

**Consolidated salary:**

The selected candidate will get the consolidated remuneration as per GR dt.08.01.2016 of the GAD of the Govt. of Maharashtra.

The desirous candidates may submit their applications in the following format through email ([sbtc@mahasbtc.com](mailto:sbtc@mahasbtc.com)) by uploading the necessary documents or send the same by post so as to reach SBTC office on the above address on or before 16.03.2019

Director,  
State Blood Transfusion Council, Mumbai

## Application format

Candidates should affix recent passport size photograph and sign thereon

Full name of the candidate :.....

Detailed address of the candidate :.....  
.....  
.....

Mobile no.: .....

Email ID:.....

Date of Birth: ..... Age as on 16.03.2019.....

### Education Qualification

Sr. no	Name of Degree / Diploma	Name of institute from where degree / diploma obtained	Year of passing	% of the marks obtained in final year	Remarks
1					
2					
3					
4					

(Please attach sheet if necessary)

### Experience

Sr. no	Name of department / organization	Period of experience		Total Experience
		From	To	
1				
2				
3				
4				

(Please attach sheet if necessary)

Designation / post held at the time of retirement:.....

(Attach copy of the retirement order)

Gross salary at the time of retirement with grade pay: .....

(Attach last salary certificate)

Whether getting pension: YES / NO

Amount of the pension: .....

(Attach copy of the pension order)

Whether facing any departmental enquiry / court case after retirement: YES / NO

If yes give details:.....

I solemnly declare that the above information is true to the best of my knowledge and if it is found false, my candidature will stand cancelled and I will not have any complaint about it.

Signature of the candidate

Place:

Date: