

**QUALITY COUNCIL OF INDIA
NEW DELHI**

Advertisement for recruitment against the vacant positions in QCI

Board/ Dept./Divi.	Name of the Post	No. of the Post
NABL	Deputy Director	9
	Assistant Director	18
	Accreditation Officer	15
	Executive Officer	8
NABH	Sr. Director/Director	1
	Joint Director	2
	Deputy Director	1
	Assistant Director	4
	Accreditation Officer	11
NABET	Executive Officer	8
PADD	Deputy Director	1
	Assistant Director	2
TCB	Deputy Director	1
	Executive Officer	2
QGID	Deputy Director	1
	Assistant Director	2
	Executive Officer	3
HR & Admin	Assistant Director-HR	1
	Administrative Officer	2

Position	Deputy Director (NABL)
No. of post	9
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering /Technology or MBBS or Master's in Science from recognized institute / university
Desirable Qualification	Post Graduate in Engineering / Technology or MD or Ph.D. in Science from recognized institute / university
Starting CTC (per annum)	Rs.20.3/- lakhs
Age	Upto 45 years on closing date of advertisement
Essential Experience	Minimum 10 years' experience in reputed laboratory/ laboratory-based research / certification /standards/ inspection/ Accreditation/ Quality Assurance /Quality Management System or related activities in industry / Projects /Program in a structured system/ Government / Industry /PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Knowledge and skills of various accreditation standards (ISO/IEC 17025:2017/ ISO 15189:2012/ ISO/IEC 17043:2010/ ISO 17034: 2016). • Proficiency in use of standard computer-based applications • Good communication & Presentation skills • Proposal and Report writing abilities • Time Management and excellent team worker • Decision making ability • Data based analysis/research • Ability to prepare policy papers on accreditation as inputs to government/ regulators • Ability to establish networking within government/regulators and industry/business associations • Any other specific experience related to a particular area of work

Position	Assistant Director (NABL)
No. of post	18
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering /Technology or MBBS or Master's in Science from recognized institute / university
Desirable Qualification	Post Graduate in Engineering / Technology or MD or Ph.D. in Science from recognized institute / university
Starting CTC (per annum)	Rs. 13.8/- lakhs
Age	Upto 40 years on closing date of advertisement
Essential Experience	Minimum 05 years' experience in reputed Laboratory/ Laboratory-based research / Certification /Standards/ Inspection/ Accreditation/ Quality Assurance /Quality Management System or related activities in Industry / Projects /Program in a structured system/ Government / Industry / PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Knowledge and skills of various accreditation standards (ISO/IEC 17025:2017/ ISO 15189:2012/ ISO/IEC 17043:2010/ ISO 17034: 2016). • Proficiency in use of standard computer-based applications • Good communication & Presentation skills • Proposal and Report writing abilities • Time Management and excellent team worker • Decision making ability • Data based analysis/research • Ability to prepare policy papers on accreditation as inputs to government/ regulators • Ability to establish networking within government/regulators and industry/business associations • Any other specific experience related to a particular area of work

Position	Accreditation Officer (NABL)
No. of post	15
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering /Technology or MBBS or Master's in Science from recognized institute / university
Desirable Qualification	Post Graduate in Engineering / Technology or MD or Ph.D. in Science from recognized institute / university
Starting CTC (per annum)	Rs. 12.5/- lakhs
Age	Upto 35 years on closing date of advertisement
Essential Experience	Minimum 4 years' experience in reputed Laboratory/ Laboratory-based research / Certification /Standards/ Inspection/ Accreditation/ Quality Assurance /Quality Management System or related activities in Industry / Projects /Program in a structured system/ Government / Industry / PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Knowledge and skills of various accreditation standards (ISO/IEC 17025:2017/ ISO 15189:2012/ ISO/IEC 17043:2010/ ISO 17034: 2016). • Proficiency in use of standard computer-based applications • Good communication & Presentation skills • Proposal and Report writing abilities. • Time Management and excellent team worker • Decision making ability • Data based analysis/research • Any other specific experience related to a particular area of work

Position	Executive Officer (NABL)
No. of post	8
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering /Technology or MBBS or Master's in Science from recognized institute / university
Desirable Qualification	Post Graduate in Engineering / Technology or MD or Ph.D. in Science from recognized institute / university
Starting CTC (per annum)	Rs. 10.9/- lakhs
Age	Upto 35 years on closing date of advertisement
Essential Experience	Minimum 2 years' experience in reputed Laboratory/ Laboratory-based research / Certification /Standards/ Inspection/ Accreditation/ Quality Assurance /Quality Management System or related activities in Industry / Projects /Program in a structured system/ Government / Industry / PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Knowledge of various accreditation standards (ISO/IEC 17025:2017/ ISO 15189:2012/ ISO/IEC 17043:2010/ ISO 17034: 2016). • Proficient in MS Office including MS Excel, experience in analysis, presentations, data analysis • Good communication & Presentation skills • Any other specific experience related to a particular area of work

Name of the Post	Sr. Director/Director (NABH)	
No. of Post	1	
Nature of Post	Regular	
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)	
Minimum Qualification	MBBS or BDS or BAMS or BHMS or MBA in Healthcare Management (full time degree only) from a recognized institute/ university	
Desirable Qualification	Post graduate Degree in Medicine (MD or MS) / Ph.D in Science/Management from recognized institute / university	
	Sr. Director	Director
Starting CTC (per annum)	Rs. 34.17/- lakhs	Rs. 30.8/- lakhs
Age	Upto 55 years on closing date of advertisement	Upto 55 years on closing date of advertisement
Essential Experience	<p>Minimum 20 years in a structured system / Government/ Industry/ PSUs/ Autonomous Body out of which 5 years at senior management level in healthcare and allied fields or in reputed organization/HOD</p> <p>(Private practice experience shall not be counted while calculating the total experience)</p>	<p>Minimum 18 years in a structured system / Government/ Industry / PSUs/ Autonomous Body out of which 3 years at senior management level in healthcare and allied fields or in reputed organization/HOD</p> <p>(Private practice experience shall not be counted while calculating the total experience)</p>
Competencies	<ul style="list-style-type: none"> • Ability to prepare policy papers on accreditation as inputs to government/regulators. • Ability to establish networking within government/ regulators and industry/ business associations. • Leadership and team development – evidence of leading teams • Communication and presentation skills • Sensitivity to customer • Problem solving skills. • Team Player, progressive and motivator • Evidence of having handled administrative and financial functions. • Proficiency in working on laptops/ computers. 	

Name of the post	Joint Director (NABH)
No. of post	2
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	MBBS or BDS or BAMS or BHMS or MBA in Healthcare Management (full time degree only) from a recognized institute/ university
Desirable Qualification	Post graduate Degree in Medicine (MD or MS) / Ph.D in Science/Management from recognized institute / university
Starting CTC (per annum)	Rs. 27.6/- lakhs
Age	Upto 50 years on closing date of advertisement
Essential Experience	Minimum 15 years in a structured system / Government/ Industry / PSUs / Autonomous Body (Private practice experience shall not be counted while calculating the total experience)
Competencies	<ul style="list-style-type: none"> • Ability to prepare policy papers on accreditation as input to government/regulators. • Ability to establish networking within government/regulators and industry/business associations. • Leadership and team development – evidence of leading teams • Communication & presentation skills • Time Management and excellent team worker • Decision making ability. • Evidence of having handled administrative and financial functions. • Proficiency in working on laptops/ computers

Name of the post	Deputy Director (NABH)
No. of post	1
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	MBBS or BDS or BAMS or BHMS or MBA in Healthcare Management (full time degree only) from a recognized institute/ university
Desirable Qualification	Post graduate Degree in Medicine (MD or MS) / Ph.D in Science/Management from recognized institute / university
Starting CTC (per annum)	Rs. 20.3/- lakhs
Age	Upto 45 years on closing date of advertisement
Essential Experience	Minimum 10 years in a structured system / Government/ Industry / PSUs / Autonomous Body (Private practice experience shall not be counted while calculating the total experience)
Competencies	<ul style="list-style-type: none"> • Ability to prepare policy papers on accreditation as input to government/regulators. • Ability to establish networking within government/regulators and industry/business associations. • Leadership and team development – evidence of leading teams • Communication & presentation skills • Time Management and excellent team worker • Decision making ability. • Evidence of having handled administrative and financial functions. • Proficiency in working on laptops/ computers

Name of the post	Assistant Director (NABH)
No. of post	4
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	MBBS or BDS or BAMS or BHMS or MBA in Healthcare Management (full time degree only) from a recognized institute/ university
Desirable Qualification	Post graduate Degree in Medicine (MD or MS) / Ph.D in Science/Management from recognized institute /university
Starting CTC (per annum)	Rs. 13.8/- lakhs
Age	Upto 40 years on closing date of advertisement
Essential Experience	Minimum 5 years in a structured system / Government/ Industry / PSUs/ Autonomous Body (Private practice experience shall not be counted while calculating the total experience)
Competencies	<ul style="list-style-type: none"> • Ability to prepare policy papers on accreditation as input to government/regulators. • Ability to establish networking within government/regulators and industry/business associations. • Leadership and team development – evidence of leading teams • Communication & presentation skills • Time Management and excellent team worker • Decision making ability. • Evidence of having handled administrative and financial functions. • Proficiency in working on laptops/ computers

Position	Accreditation Officer (NABH)
No. of Post	11
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Bachelor's degree in Medicine/ BDS/ BAMS/BHMS/Pharmacy/Nursing /Physiotherapy (full time degree only) from a recognized institute/University
Desirable Qualification	Masters in health care management from recognized institute/ university from recognized institute / university
Starting CTC (per annum)	Rs. 12.5/- lakhs
Age	Upto 35 years on closing date of advertisement
Essential Experience	Minimum 4 years in a structured system / Government/ Industry / PSUs / Autonomous Body
Competencies	<ul style="list-style-type: none"> • Knowledge and skills of quality issues in Healthcare and Quality Management System including ISO/NABH/ NABL • Proficiency in use of standard computer-based applications. • General financial principles and procedures pertaining to budget development, monitoring, and justification. • Communication Skills • Any other specific experience related to a particular area of work. • Prepare budget for implementation of project. • Identify and assess fund requirement under several component and subcomponents.

Position	Executive Officer (NABET)
No. of Post	8
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering /Technology or MBBS or Master's in Science from recognized institute / university
Desirable Qualification	Post Graduate in Engineering / Technology or MD or Ph.D. in Science from recognized institute / university
Starting CTC (per annum)	Rs. 10.9/- lakhs
Age	Upto 35 years on closing date of advertisement
Essential Experience	Minimum 2 years' experience in reputed Educational Institutions/ Laboratory-based research institutions/ Accreditation bodies/LEAN Implementation/EIA Accreditation/Quality Assurance /Quality Management System or related activities in Industry / Projects /Program in a structured system/ Government / Industry /PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Knowledge of various accreditation standards/schemes • Proficient in MS Office including MS Excel, experience in analysis, presentations, data analysis • Good communication & Presentation skills • Any other specific experience related to a particular area of work

Name of the post	Deputy Director (PADD)
No. of post	1
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering / Technology or Master's in Science from a recognized institute/ university
Desirable Qualification	Post Graduate in Engineering / Technology; or MBA in any stream from a recognized institution
Starting CTC (per annum)	Rs. 20.3/- lakhs
Age	Upto 45 Years on closing date of advertisement
Essential Experience	Min. 10 years in a structured system Government / Industry /PSUs/ Autonomous Body/startup
Competencies	<ul style="list-style-type: none"> • Ability to conceptualise, develop and formulate technical projects in the area of conformity assessment and quality infrastructure • Ability to plan, supervise, and coordinate and sales strategy for uptake of voluntary schemes • Ability to prepare industry reports, blogs, brochures, presentations concerning the sector ecosystem and effectively engage in social media marketing • Ability to design worksheet, dashboard and timelines for monitoring of projects. • Prepare presentations on project status/data, monthly expenditure plan, monitor expenses • Support in development and implementation of org-wide strategies, standards, tools, and best practices in market linkages and value chain analysis

Name of the post	Assistant Director (PADD)
No. of post	2
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering / Technology or Master's in Science from a recognized institute/ university
Desirable Qualification	<ul style="list-style-type: none"> a. Advanced University degree in Food Sciences (M.Sc. / M. Tech in Food Tech OR master's in nutrition / microbiology), or b. Advanced University degree in Commerce/ Statistics/ Sustainability/ Economics, or a related field with a high academic record, or c. LL.B from a University recognized in India with understanding in international trade, or d. MBA
Starting CTC (per annum)	Rs. 13.8/- lakhs
Age	Upto 40 Years on closing date of advertisement
Essential Experience	Minimum 5 years in a structured system Government / Industry /PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Understanding of concepts of global supply chains, sustainability, best practices in industry and primary production systems • Develop high-quality knowledge products (reports, policy briefs, working papers) that encapsulate research findings and communicate these to diverse audiences, for influencing initiatives on food • Experience in research design and conducting surveys (including data analysis and visualisation skills using Tableau and Power BI) • Develop highly efficient systems to formulate internal governance policies, processes and compliance systems for monitoring compliance regularly in all areas of laws • Ability to undertake Qualitative & quantitative research, analyzing policy research and evidence-based inputs • Prepare industry reports, blogs, brochures, presentations concerning the sector ecosystem and effectively engage in social media marketing

Position	Deputy Director (TCB)
No. of Posts	1
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	MBA or 2 years Post Graduate Diploma in Management (full time only) from a recognized institute/ university
Starting CTC (per annum)	Rs. 20.3/- lakhs
Age	Upto 45 years on closing date of advertisement
Essential Experience	Minimum 10 years in Training, consulting, eLearning and related activities in a structured system/Government/ Industry / PSUs / Autonomous Body.
Competencies	<ul style="list-style-type: none"> • Familiarity with Training and related activities; must have been involved actively in promotions of such activities. • Ability to liaison with the stakeholders related to trainings / eLearning / capacity building activities, preferably dealing with the Govt./regulators. • Ability to establish networking within government/regulators and industry/business associations related to training and capacity-building activities. • Knowledge of accreditation/conformity assessment structure • Leadership and team development – evidence of leading teams • Communication & presentation skills • Time Management and excellent team worker • Decision-making ability • Evidence of having handled administrative and financial functions • Proficiency in working on laptops/ computers

Position	Executive Officer (TCB)
No. of posts	2
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Bachelor's degree in any branch of Engineering or Master's degree in Science from a recognized institute/ university
Desirable Qualification	Post Graduate in Engineering / Technology or Ph.D in Science from recognized institute/university
Starting CTC (per annum)	Rs.10.9/- lakhs
Age	Upto 35 years on closing date of advertisement
Essential Experience	Minimum 2 years in a structured system / Government/ Industry / PSUs / Autonomous Body
Competencies	<ul style="list-style-type: none"> • Experience of working in production/quality assurance / Research/ JRF/SRF / training activities in a reputed organization • Ability to liaison with the stakeholders related to trainings / eLearning / capacity building activities, preferably dealing with the Govt./regulators. • Knowledge of accreditation/conformity assessment structure • Proficient in MS Office including MS Excel, experience in analysis proposal writing, presentations, data analysis • Involved in training and capacity-building activities.

Name of the post	Deputy Director (QGID)
No. of post	1
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering / Technology or Master's in Science or MBA from a recognized Institute/university
Desirable Qualification	Post Graduate in Engineering / Technology or Ph.D in Science from recognized institute / university
Starting CTC (per annum)	Rs. 20.3/- lakhs
Age	Upto 45 years on closing date of advertisement
Essential Experience	Minimum 10 years in a structured system/ Government / Industry /PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Understanding the Government and Regulatory Framework • Understanding of standards, accreditation and conformity assessment framework • Ability to prepare policy papers to advocate the interest and intervention of the organization as input to government/regulators. • Ability to establish networking within government/regulators and industry/business associations. • Ability to handle administrative and financial functions. • Time Management and excellent team worker • Decision making ability. • Market research and Data analysis • Ability to work in a dynamic, fast-changing environment. • Proficiency in working on laptops/ computers, good knowledge of MS Office. • Strong interpersonal skills. • Communication & presentation skills

Name of the post	Assistant Director (QGID)
No. of post	2
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering / Technology or Master's in Science or MBA from a recognized Institute / University
Desirable Qualification	Post Graduate in Engineering / Technology or Ph.D in Science from recognized institute / university
Starting CTC (per annum)	Rs. 13.8/- lakhs
Age	Upto 40 years on closing date of advertisement
Essential Experience	Minimum 5 years in a structured system / Government / Industry /PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Understanding the Government and Regulatory Framework • Understanding of standards, accreditation and conformity assessment framework • Ability to prepare policy papers to advocate the interest and intervention of the organization as input to government/regulators. • Ability to establish networking within government/regulators and industry/business associations. • Ability to handle administrative and financial functions. • Time Management and excellent team worker • Decision making ability. • Market research and Data analysis • Ability to work in a dynamic, fast-changing environment. • Proficiency in working on laptops/ computers, good knowledge of MS Office. • Strong interpersonal skills. • Communication & presentation skills

Position	Executive Officer (QGID)
No. of Post	3
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Graduate Degree in Engineering / Technology or Master's in Science or MBA from a recognized Institute / University
Starting CTC (per annum)	Rs. 10.9/- lakhs
Age	Upto 35 years on closing date of advertisement
Essential Experience	Minimum 2 years in a structured system / Government / Industry /PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Knowledge of the Government and Regulatory Framework • Knowledge of Standards, Accreditation and conformity assessment Framework • Proficient in MS Office including MS Excel, experience in analysis proposal writing, presentations, and data analysis • Communication & presentation skills

Position Name	Assistant Director-HR
No. of post	1
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Master's in Business Administration (MBA) with major in HR from a recognized institute/university
Desirable Qualification	Degree in Law / CS or any related field from a recognized institute/university
Starting CTC (per annum)	Rs. 13.8/- lakhs
Age	Upto 40 years on closing date of advertisement
Essential Experience	Minimum 5 years experience in HR/Administration in a structured system/ Government / Industry /PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Oversee the full recruitment life cycle, including sourcing, interviewing, and onboarding of new employees. • Ensure statutory compliances as per Indian laws and regulations. • Development and execution of training programs to enhance employee skills and knowledge. • Drive diversity and inclusion initiatives within the organization. • Lead and participate in HR projects to improve processes and enhance overall HR functionality. • Collaborate with other departments to address cross-functional HR issues and initiatives. • Prepare and analyze HR metrics and reports to support decision-making • Adequate knowledge of administration & accounts, HR Rules and Regulations • Knowledge of Fixing of pay, promotion and increments during the year • Recruitment of staff Selection and Induction training. • Monitoring & maintenance of records/data of employees engaged in the Organization.

Position Name	Administrative Officer
No. of post	2
Nature of Post	Regular
Nature of Engagement	Initially on contract for 2 years (regularization shall be subject to performance and evaluation by Cadre Review Committee)
Minimum Qualification	Master's in Business Administration (MBA) from a recognized institute/university
Desired Qualification	Degree in Law / CS or any related field from a recognized institute/university
Starting CTC (per annum)	Rs. 10.9/- lakhs
Age	Upto 35 years on closing date of advertisement
Essential Experience	Minimum 4 years in a structured system/ Government / Industry/ PSUs/ Autonomous Body
Competencies	<ul style="list-style-type: none"> • Adequate knowledge of administration • HR Rules and Regulations • Knowledge of Fixing of pay, promotion and increments during the year • Recruitment of staff Selection and Induction training. • Monitoring & maintenance of records of each employee engaged in the Organization. • Drive diversity and inclusion initiatives within the organization. • Lead and participate in HR projects to improve processes and enhance overall HR functionality. • Collaborate with other departments to address cross-functional HR issues and initiatives. • Prepare and analyze HR metrics and reports to support decision-making