

**Start Date: 02.07.2024**

**End Date: 17.07.2024**

HLL Lifecare Limited, a Mini Ratna Central Public Sector Enterprise under the Ministry of Health & Family Welfare is a global provider of high quality of healthcare products and services. **Hincare** Division of HLL Lifecare Limited requires dynamic and performance driven professionals across India for the following positions on **Fixed Term Contract** basis. The emoluments will be fixed depending upon Qualifications, Skills and Experience.

**Eligibility : Age (37 Years) as on 01.07.2024.**

**Name of the Post, Qualification & Experience Details are as follows:**

Tamil Nadu, Kerala & Andhra Pradesh			
Name of the Post	State & No of Vacancies	Head Quarters	Qualification & Experience
Accounts Officer	Kerala - 2	Trivandrum	CA/CMA-Inter, M.com, MBA (F) with 2 Years of Post Qualification Experience in Accounts.
Admin Assistant	Tamil Nadu - 1	Chennai	Graduation with 5 Years of Experience in HR / Admin. Desirable MBA / MSW
Project Coordinator	Andhra Pradesh - 1	Mangalagiri	MBA / Any Post Graduation with Minimum 2 years of Post Qualification Experience
Delhi			
Name of the Post	State & No of Vacancies	Head Quarters	Qualification & Experience
Admin Assistant	Delhi - 1	Noida	Graduation with 5 Years of Experience in HR / Admin. Desirable MBA / MSW
West Bengal, Odisha & Jharkhand			
Name of the Post	State & No of Vacancies	Head Quarters	Qualification & Experience
Centre Manager	West Bengal - 2	Burnpur, Durgapur	MBA Healthcare Management / MBA Hospital Administration / MHA / Masters of Public Health with Minimum 5 Year of Post Qualification experience in managing a full-fledged operation of a minimum 50 bedded hospital having facilities of MULTISPECIALITY, OT, ICU, etc.
	Odisha - 1	Rourkela	
	Jharkhand - 1	Bokaro	
Maharashtra & Chattisgarh			
Name of the Post	State & No of Vacancies	Qualification & Experience	
Senior Dialysis Technician	Across Maharashtra - 1206	Diploma / B.Sc.in Medical Dialysis Technology / Renal Dialysis Technology with minimum of 8 years of relevant Post-Qualification Experience or MSC in Medical Dialysis Technology / Renal Dialysis technology with a minimum of 6 years of relevant Post-Qualification Experience.	

Dialysis Technician		Certificate course in Medical Dialysis Technology with minimum of 7 years of relevant Post-Qualification Experience or Diploma / B.Sc.in Medical Dialysis Technology / Renal Dialysis technology with minimum of 5 years of relevant Post-Qualification experience or MSC in Medical Dialysis Technology / Renal Dialysis Technology with minimum 2 years of relevant Post-Qualification Experience.	
Junior Dialysis Technician		Certificate course in Medical Dialysis Technology with a minimum of 4 years of experience or Diploma / B.Sc. course in Medical Dialysis Technology / Renal Dialysis technology with a minimum of 2 years of relevant experience or MSC in Medical Dialysis Technology / Renal Dialysis Technology with a minimum of 1 year of relevant experience.	
Assistant Dialysis Technician		Certificate course in Medical Dialysis Technology or Diploma / B.Sc. course in Medical Dialysis Technology / Renal Dialysis technology with a minimum of 1 year of relevant experience.	
Accountant cum Statistical Investigator		CA/CMA-Inter, M.com, MBA (F) with 2 Years of Post Qualification Experience in Accounts.	
<b>Name of the Post</b>	<b>State &amp; No of Vacancies</b>	<b>Head Quarters</b>	<b>Qualification &amp; Experience</b>
Admin Assistant	Maharashtra - 1	Mumbai	Graduation with 5 Years of Experience in HR / Admin. Desirable MBA / MSW
Centre Manager	Chhattisgarh - 1	Bhilai	MBA Healthcare Management / MBA Hospital Administration / MHA / Masters of Public Health with Minimum 5 Year of Post Qualification experience in managing a full-fledged operation of a minimum 50 bedded hospital having facilities of MULTISPECIALITY.

**Educational Qualification:** The eligible candidates should possess the full time education qualification from the Recognized University / Educational Institution

**Basic Pay Range (Fixed Term Contract) & Salary Details are as follows:**

Sl. No	Name of the Post	Basic Pay Range	Gross Salary in Minimum BP	Gross Salary in Maximum BP
1	Assistant Dialysis Technician	8500 - 17000	15,836	24,219
2	Junior Dialysis Technician	10000-20000	18,630	29,808
3	Dialysis Technician	11500-23000	21,425	35,397
4	Senior Dialysis Technician	14000-32500	26,082	53,096
5	Admin Assistant	10000-20000	18,630	29,808
6	Accounts Officer	12000-29500	22,356	47,507
7	Project Co-ordinator	12000-29500	22,356	47,507
8	Centre Manager	12000-29500	22,356	47,507
9	Accountant cum Statistical Investigator	12000-29500	22,356	47,507

**GENERAL CONDITIONS:**

- Applications not in the prescribed format will not be considered for selection process and no further communication will be sent separately.
- Application Format can be downloaded from the website.

- Job Title and Reference Code should be clearly mentioned in the Application form.
- SC/ST/OBC candidates will be eligible for relaxation as per Government of India directives.
- Vacancy may vary based on the company business requirements.
- Canvassing in any form will be a disqualification.

Please visit [www.lifecarehll.com/careers](http://www.lifecarehll.com/careers). The last date for submission of application by Post / Email / Company Website / Naukri is on or before **17.07.2024**. To apply by post, email, please download the blank application from our website and send filled application along with required qualification, experience and other necessary documents by post to DGM (HR) to the below mentioned address marking **“THE POST APPLIED for ... on the envelope”** / candidates can scan and send the applications through email to [hmarketing@lifecarehll.com](mailto:hmarketing@lifecarehll.com)

SC/ST/OBC/candidates will be eligible for Age relaxation as per Govt. of India directives.

**DGM (HR)**  
**HLL Lifecare Limited**  
**HLL Bhavan, #26/4**  
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**Pallikaranai, Chennai – 600 100**  
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