

Procurement Officer required for C.M.S.-C.O.P Cell at Gandhinagar

The international 13th Conference of Parties (COP) on Convention on Migratory Species (CMS), scheduled to be held in February-2020 at Gandhinagar, Gujarat. To start a small support office in the form of COP-Cell at Gandhinagar, One Procurement Officer is required on purely 11-month contractual basis likely to be extended till closure of the event (February-2020). Kindly send your CV along with cover letter mentioning the job position and expected CTC in your CV to the following address

The Chief Conservator of Forests, Wildlife Circle, Gandhinagar, 5th floor,
A-Wing, Aranya Bhavan, Ch-3 Circle, Sector-10 A, Gandhinagar. Pin No. 382010

E-mail: cop.cms2020@gmail.com

The last date for submission of application to the following address is **17-12-18**

Details of post are as under

1	Job:	Procurement Officer
	Education:	Graduate in an engineering or PG degree in Procurement and Contract management
	Experience:	20 Years' Experience of procurement, purchase and contracting preferably with Gujarat Government or any PSU under Government of Gujarat or Government of India.
	Remuneration:	Negotiable
	Skills:	<ul style="list-style-type: none">○ Good at networking○ Excellent Written and Oral Communication Skill○ Financial and Data Analysis○ Superior Organization Skill○ Good Business Instinct○ Mathematics Skill○ Good Negotiator○ Understanding of Supply Management Procedures○ Logistic Skills○ Strategic Planning Abilities○ People having Procurement experience, vendor negotiation skills, P2P can only apply.○ Expertise in Tendering process, drafting and development of tender, Expression of Interests, Request for proposals and National bidding.