

No. MMDSL/HR-1/HIRING/ 2022-23(166)

Dated: 13/06/2024

ADVERTISEMENT

Application from citizens of India are urgently required for appointment on a contractual basis for a period of 2 years (renewable) for the following post under Meghalayan Medical Drugs & Services Ltd, Meghalaya.

S No	Name of Post	No.of Posts	Renumeration	Essential Qualification & Experience	Place of Posting
1	Analyst & Forecaster Consultant	1	As per MMDSL norms	<p>Qualification : Bachelor's degree in Computer Science/ Postgraduate degree in Statistics/Health Management, or equivalent quantitative discipline from a recognized institute/ university. (Desirable: PG in Information Technology – Big Data and programing skills)</p> <p>Skills Required: Data Analytics experience preferred; identifying patterns and trends in data sets; and compiling reports for consumption and decision-making.</p> <p>Strong written and verbal skills and the ability to communicate effectively with customers</p> <p>Expertise in functions and practices of supply chain in government organizations /departments and knowledge of best practices in supply chain management.</p> <p>Experience: Minimum 5-7 years of experience in private /public supply chain management, with at least 5 years of experience in providing analytical assistance at national/state level; experience in supply chain management of health program will be an asset.</p>	Shillong



MEGHALAYAN MEDICAL DRUGS & SERVICES LIMITED



Government of Meghalaya

Department of Health & Family Welfare,
DHS Complex, New Colony, Laitumkrah,
Shillong - 793003,
East Khasi Hills,
Meghalaya.

+91-9863033404 / 9863048955
meghmdsl@gmail.com

Qualified and interested candidates can submit their applications electronically through an **Online Form only** (link below), on or before **4pm of the 28th of June 2024** with softcopies of their bio-data, certificates and job experience. The applications of the candidates will be screened and intimated in due course. Any future information updates will be made known via appropriate channels.

Terms & Conditions:

All biodata and testimonials (incl. CV/Resume) are to be scanned and uploaded in a single PDF file <10MB

The competent authority may relax the minimum years of experience if the number of candidates meeting the requirement is less

Candidates may have to undergo a written test

Preference will be given to candidates who are domiciles of Meghalaya

The office of the undersigned reserves the right to cancel/extend/advertise the same at its own discretion

All applicants are required to fill the online form via <https://mmdsl.in/application-form-forecaster>

For more details, please visit <https://mmdsl.in/recruitment>

Shri Ramkumar S
Managing Director

Approved By Shri Ramkumar S (Managing Director) on 13/06/2024 10:54 AM
(The document is digitally approved and does not require any Seal or Signature in original)



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MEGHALAYAN MEDICAL DRUGS & SERVICES LTD

TERMS OF REFERENCE

Position Description

Position Name:	Consultant – Analyst cum Forecaster
Position Type:	Full-time
Location:	Shillong
Contract Duration	2 years (renewable)

Overview:

Meghalayan Medical Drugs and Services Limited (MMDSL) is an independent agency established by the Government of Meghalaya to enhance healthcare accessibility in the state. At MMDSL, our dedication is to ensure the availability of essential drugs and medical supplies, supported by rigorous quality control and efficient logistics.

MMDSL strives to strengthen, manage, and monitor supply chains to enhance access and availability of high-quality drugs, diagnostics, medical equipment, and services across the state. Various initiatives have been undertaken, including the development of the eLMIS and SOPs for SCM, to facilitate better monitoring, analysis, and informed decision-making for the benefit of the people of Meghalaya.

Job Summary

The Consultant – Analyst cum Forecaster will be based at MMDSL, Shillong, and will provide technical expertise related to data recording, reporting, analysis, forecasting, and supply chain management. The Consultant – Analyst cum Forecaster will collaborate closely with the Logistics, Procurement, and IT Team to enhance the supply chain reporting capacity under MMDSL. Responsibilities include collecting, analyzing, interpreting data, and offering insightful forecasts and recommendations to support strategic decision-making.

Responsibilities:

Data Analytics:

1. Plan, develop, and implement strategies to improve data recording and reporting on supply chain management for essential drugs, diagnostics, and other commodities.

2. Gather data from various sources, utilizing statistical techniques and analytical tools to identify trends, patterns, and correlations.
3. Develop and maintain databases for effective data management.
4. Monitor performance against KPIs and identify opportunities for data improvement.
5. Communicate key performance indicators using visualization tools.
6. Analyze reasons for underreporting through eLMIS and propose corrective measures.

Forecasting and Quantification

1. Collect and extract data from eLMIS and districts to strengthen forecasting and quantification for commodities' constant availability.
2. Develop forecasting models to predict future trends and streamline procurement.
3. Generate accurate forecasts for procurement vs. demand and refine models based on consumption and historical data.

Reporting and Coordination:

1. Compile and analyze reports, preparing periodic reports for review by the MMDSL logistics and procurement team.
2. Coordinate with district officials, development partners, and functionaries to supervise data reporting and analysis related to SCM.

Additional Responsibilities:

1. Perform other appropriate duties as assigned by the supervisor.

Education and Experience:

1. Bachelor's degree in Computer Science/ Postgraduate degree in Statistics/Health Management, or equivalent quantitative discipline from a recognized institute/ university. (Desirable: PG in Information Technology – Big Data and programming skills)
2. Data Analytics experience preferred; identifying patterns and trends in data sets; and compiling reports for consumption and decision-making.
3. Strong written and verbal skills and the ability to communicate effectively with customers
4. Minimum 5-7 years of experience in private /public supply chain management, with at least 5 years of experience in providing analytical assistance at national/state level; experience in supply chain management of health program will be an asset.
5. Expertise in functions and practices of supply chain in government organizations/departments and knowledge of best practices in supply chain management.



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Travel Requirement: As required

Compensation and Employment: MMDSL is an equal opportunity employer and qualified women candidates are encouraged to apply.

Approved By Shri Ramkumar S(Managing Director) on 13/06/2024 10:54 AM
(The document is digitally approved and does not require any Seal or Signature in original)

Shri Ramkumar S
Managing Director