

Applications are invited for the above posts from interested eligible candidates who may send their CV through email or by post to reach our office by: 03.06.2026.

Eligibility, educational qualification, experience, emoluments and other terms and conditions for

1. Secretary (paid / honorary) – 01 post

- a) Candidates should possess a graduation or Post Graduation degree, with good communication skill and relevant experience in organizing and managing activities of social service organizations / social entities.

2. Public Relation Officer (PRO) - 01 Post

- a) Qualification: Degree/MBA in Marketing, Public Relations, Journalism or Mass Communication
- b) Experience: Minimum of Two to Five years of Experience in Public Relations with excellent communication, co-ordination and networking skills.

3. Accountant cum Office Assistant - (Full Time/Part Time) - 01 Post

- a) Qualification: BBM or B Com., or CA article ship
- b) Experience: Minimum three Years of experience in handling Book Keeping and Accounts in Tally and also having knowledge in GST & well versed in computer.

4. Public Image & Social Media Executive (Full Time/Part Time) - 01 Post

- a) Qualification: Degree/Diploma in Media, Digital Marketing, Graphic Design or related field, with additional knowledge of Canva, Photoshop, Facebook, Instagram and YouTube management.
- b) Experience: Handling Social Media platforms, Photography, Video editing, Poster designing and digital promotions will be preferred.

5. Counsellor - Blood Bank - 01 Post

- a) Qualification: Degree in Social Work, Psychology or Sociology, MSW/BSW
- b) Experience: Minimum Two years of experience in Blood Centre as Counsellor, handling Voluntary Blood Donation Camps, HIV/AIDS Awareness Programmes, Public Health, Donor counselling (Pre donation guidance/Post donation care) for reactive blood test results with empathy, Data Management, understanding of Blood Centre regulations, screening protocols, and safe blood transfusion practices.
- c) Preference will be given to candidates possessing skills – empathetic listening, high ethical standards regarding confidentiality and excellent communication abilities.

6. Technicians - Blood Bank - 03 Posts

- a) **Qualification: A Pass in B Sc. MLT or DMLT course from institutions affiliated to reputed Colleges/Universities with valid Registration.**
- b) **Experience: Minimum of One to Three Years of Experience in a Blood Centre/Hospital Laboratory**
- c) **Preference will be given to candidates with proficiency in laboratory equipment handling, strong communication and ability to work under pressure while donor handling with close liaison with doctors/nurses/technicians, Blood Collection & Donor Management, Processing, Laboratory Testing, component preparation, cross-matching, Storage, Inventory management, Quality Control (adhering strictly to NABH & other regulatory standards)**

7. Staff Nurse - Blood Bank – 01 Post

- a) **Qualification: GNM/B.Sc (Nursing) with valid Karnataka Nursing Council Registration and specialized training in Blood Centre practices**
- b) **Experience: Minimum One to Three Years of experience in a Hospital / Blood Centre handling patient care and emergency handling skills.**
- c) **Key responsibilities include Donor Screening, Phlebotomy, Monitoring, Educating Donors, Assisting in collection processes for plasma, platelets, Labelling and Storage, Inventory Control, Documentation, Quality Control, Reaction Management and liaison with Blood Centre Staff.**

Salary: Best in the Industry and commensurate with qualification & Experience.

Leave: as per the prevailing rules and regulations.