

ASSAM RURAL INFRASTRUCTURE AND AGRICULTURAL SERVICES (ARIAS) SOCIETY**ASSAM CITIZEN CENTRIC SERVICE DELIVERY PROJECT (ACCSDP)***(An Autonomous Body of the Govt. of Assam)*

Agriculture Complex, Khanapara, G.S. Road, Guwahati-781022 (Assam, India)

REOI No. ARIAS/APART/767/2019/110

Dated Guwahati the 31st Dec 2021

WALK-IN-INTERVIEW

Walk-in Interviews will be held in the Office of the ARIAS Society at the address given above, for recruitment of the following positions on purely temporary contractual basis as mentioned below. Interested eligible Candidates who are citizen of India as defined under the Constitution of India and fulfill the eligibility norms of educational qualification, experience, age etc. as per respective Terms of Reference (ToR) provided in the website of ARIAS Society at <http://www.arias.in/career.html>, may Walk-In accordingly along with the **prescribed application form and all original certificates/documents relating to qualification, experience, age, identity proof, latest salary certificate, two passport size colored photographs etc. and also a set of self-attested copies of the same.** The required qualification & experience in brief, age and indicative range of Cost to Project (CTP) per year for the positions are mentioned below. However, the same shall be as per the detailed **Terms of Reference (TOR)** provided on the website of ARIAS Society at <http://www.arias.in/career.html>.

Sl	Name & Number of Approx. Positions	Essential Qualification & Experience in brief	Indicative of CTP Range per year (in Lakh)	Date & Time of Walk-in-Interview
1	Data Analyst (1 No.) ACCSDP	Educational Qualification: Master in Statistics/Economics or closely related subject from any recognized university. Should have good skills on Data administration, data management, and computer and information technology. Working Experience: The candidate must have at least 10 (Ten) years of experience from the date of passing his/her required educational qualification in Data Analysis of projects for any public or private sector organization. In case, sufficient candidates with 10 years of experience in the field cited above are not available, the interview panel may allow candidates having less than 10 years of experience to appear before the interview panel and if selected they will be hired at a lower remuneration. Desirable Skill: Should have analytical and problem-solving skills, interpersonal and communication skills, time-management skills, knowledge of Java or PHP and Postgres;. High level of Computer Skills, including proficiency in Internet based applications, MS Word, MS Excel and MS Power Point etc. Must possess initiative and the ability to work independently as well as team; Good communication and report writing skills are necessary. Language: Good command over English language, written and spoken. Age: The candidate shall not be of more than 50 years of age as on 1st January'2022 . However, in case of exceptionally talented candidate having wide relevant experience this requirement may be relaxed.	Rs. 11.40 to Rs. 19.20	10.01.2022 9.30 AM to 11.00 AM
2	Training & Capacity Building Specialist (2 Nos.) ACCSDP	Educational Qualification: Master's degree or equivalent in business administration, law, management, economics or Organizational Development or Public Governance or social sciences or Information Technology or a related field. Working Experience: At least 7 years of relevant experience in a responsible position of a public or private agency involved in implementing large projects. Desirable Skill: Extensive knowledge of instructional design theory and learning principles and Familiarity with traditional and modern training methods, tools and techniques. Demonstrable knowledge and direct experience of handling training & capacity Building in a public or private agency with sound decision making and organizational skills. Familiarity and experience with Training and Capacity Building in Information Technology area. Familiarity and experience with reform of Government Systems will be an advantage. Proficiency in MS Office Suite Good knowledge of externally aided projects, preferably of World Bank procedures and Understanding of government procurement procedures. Excellent communication, people management and report writing skills are necessary. Good command over English and working knowledge of Assamese and Hindi is an added advantage. Experience in South Asia or India and specific experience in Assam is preferred. Age: The candidate shall not be of more than 45 years of age as on 1st January'2022 . However, in case of exceptionally talented candidate having wide relevant experience this requirement may be relaxed.	Rs. 6.60 to Rs. 19.20	10.01.2022 9.30 AM to 11.00 AM
3	Business Process Re-engineering Expert (1 No.) BPPE ACCSDP	Educational Qualification: B. Tech/ BE in Electronics/Computer Science/IT/Information Systems or related subject/MCA/MSc IT from any recognized university. Working Experience: At least 7 years of experience in managing electronic service delivery initiatives in public/reputed private sector agency(ies) at managerial position. In case, sufficient candidates with 7 years of experience in the field cited above are not available, the interview panel may allow candidates having 5 years of experience to appear before the interview panel. b) High level of Computer Skills, including proficiency in Internet based applications, MS Word, MS Excel and MS Power Point etc. c) Desirable Skill: Demonstrated knowledge and experience in managing	Rs.6.60 to Rs.10.80	11.01.2022 9.30 AM to 11.00 AM

	<p>business process re-engineering initiatives (Candidates having experience in citizen-centric BPR or experience in digitizing public sector projects may be preferred; experience in managing digitization aspects of state or national level e-governance projects will be a definite advantage) d) Demonstrated good understanding of e-Government strategy and applications, IT enabled Business Process Re-engineering projects, and experience of design of e-Government and portal architecture; e) Must possess initiative and the ability to work independently as well as team; f) Good communication and report writing skills are necessary Language: Good command over English language, written and spoken; 19. Age: The candidate shall not be of more than 45 years of age as on 1st January'2022. However, in case of exceptionally talented candidate having wide relevant experience this requirement may be relaxed.</p>		
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Other General conditions for interview:

1. The original certificates/documents will be returned after corroboration with the self-attested copies to be brought by the candidates. If at any stage, it is found that information furnished in the application or supporting documents is misleading/misrepresented/incomplete/false, candidature shall be liable for cancellation. In case of exceptionally talented candidates, the SPD may relax the age limit of all the mentioned positions. **Application received through email shall not be entertained and rejected.**
2. The SPD, ARIAS Society reserves the right to-
 - a. In case of overwhelming response, to hold written examination of the candidates selected for the interview, and in that case, the candidates securing more than **60% marks** in the written test shall only be interviewed.
 - b. Cancel this advertisement and/or the selection process, in parts or fully, without assigning any reason and without thereby causing any liability to anyone.
 - c. Increase or decrease the number of positions mentioned above.
 - d. Recruit the selected incumbents in a staggered manner.
3. No TA/DA shall be admissible for attending the Walk-in-interview.
4. The maximum Cost to Project (CTP) for all the above positions mentioned in the respective REoI and the Terms of References (ToR) provided on the website of ARIAS Society at <http://www.arias.in/career.html> is just an indicative range and a selected candidate will be offered remuneration based on (i) around 20% (max) hike on the last drawn remuneration and (ii) performance in the interview.
5. In case, sufficient candidates with requisite experience in the field cited above are not available, the Interview Panel may allow candidates having lesser years of experience to appear before the Interview Panel; However, if selected they will be offered a lower CTP.
6. Mere allowing a candidate to appear before the Interview Panel shall not necessarily mean that the candidate is qualified and eligible for the position. The candidate's acceptance shall be solely based on the qualifications, experience, performance in the interview, etc. as assessed by the Interview Panel.
7. Interested and eligible Candidates (from India) having the essential qualification and experience may directly Walk-In for Interview on **the above mentioned dates** at the office of the ARIAS Society, Agriculture Complex, Khanapara, G.S. Road, Guwahati-781022. **Candidates arriving up to 11:00 AM** on the date of Walk-in-Interview may be considered/entertained for the selection process.
8. ARIAS Society is an equal opportunity employer. Women and persons with disability are especially encouraged to apply.

(SD/-)
State Project Director
ARIAS Society

