

**ASSAM RURAL INFRASTRUCTURE AND AGRICULTURAL SERVICES (ARIAS) SOCIETY**

**ASSAM AGRIBUSINESS AND RURAL TRANSFORMATION PROJECT (APART)**

**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/767/2019/95

Dated 26<sup>th</sup> November 2021

**REVISED WALK-IN-INTERVIEW NOTIFICATION**

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	Accounts Executive (1 no.) (ACCSDP)	<b>Qualification:</b> M.Com from any Govt. recognized University with in-depth knowledge of financial management procedures applicable for World Bank/externally funded projects and having hands on experience of operating Tally accounting software. Atleast 3 years of experience in financial management related activities in any World Bank/Externally aided project or similar Govt. of India funded projects/National level reputed projects, with minimum 1 (one) year in Govt. projects. <b>Computer Skills:</b> Experience of operating Tally accounting software and using Internet based applications, and proficiency in MS Word, MS Excel, MS Power Point, etc. <b>Age:</b> Candidate should not be more than 35 years as on 1st November, 2021.	Rs.3.00	4 <sup>th</sup> Dec 2021 (10:30 AM-12.00 Noon)
2	MIS Executive (20 nos.) (APART)	<b>Qualification:</b> B. Sc. (IT or Comp. Sc.)/B. Tech. (Computer Science)/Bachelor of Computer Application (BCA)/ three years Diploma in Computer Science or a closely related field. <b>Experience:</b> The MIS Operator should have at least 4 years professional experience (in case the Bachelors degree/diploma is of three years duration) or 3 years experience (in case the Bachelors degree/diploma is of 4 years duration) in the field of MIS in any public/ private sector organization. <b>Computer Skill:</b> The MIS Operator must have expertise in using Internet based applications, working with advanced word processing/spreadsheet including MS Word, MS Excel, MS Power Point, related applications and software & hardware computer systems. <b>Language:</b> Fluency in English and Assamese is essential. <b>Desirable Qualifications, Experience, Skills etc:</b> a. Experience of working in complex, multi stakeholder, fast moving environment and ability to work under pressure, strict deadlines and multitasking b. Good social, analytical and planning skills; the candidate must show initiative, synthesis, organization and personal dynamism, be self-motivated and should possess ability to work independently as well as in teams. <b>Age:</b> Age of the candidate should not be more than 35 years as on 1st November, 2021.	Rs. 4.20	7 <sup>th</sup> Dec 2021 (10:30 AM-12.00 Noon)
3	Mobile App Developer (1 no.) (APART)	<b>Qualification:</b> BE/B.Tech/Master degree in Computer Science/Computer Applications/ Information Technology from any Govt. recognized University/Institutions. <b>Working Experience:</b> Minimum (Five) 5 years of work experience in Developing Android Application of a reputed public/private sector agency in a leadership/ managerial capacity. <b>Computer Skills:</b> The Mobile App Developer must be highly proficient in Java, XML, Android Interactivity, Android UI, Navigation, API development etc. <b>Development Skills:</b> Must have working experience in API integration with PHP & Java MVC Framework such as Laravel, Symfony, Codeigniter, Struts etc. along with Database Skills (MySQL, Postgres or NoSQL) <b>Age:</b> Candidate should not be more than 40 years as on 1st November, 2021.	Rs. 6.60- 7.20	9 <sup>th</sup> Dec 2021 (10:30 AM-12.00 Noon)
4	District Horticulture Coordinator (2 nos) APART	<b>Qualifications:</b> Bachelor's degree in Agriculture/Horticulture from any recognized university/ Institution. <b>Working Experience:</b> DHC must possess at least three years of professional experience in Horticulture related activities/ Agriculture extension or related activities in any public/private sector organization. <b>Computer Skills:</b> The DHC must have experience of using Internet based applications, using and working with advanced word processing/spreadsheet including MS Word, MS Excel and MS Power Point and other related Applications. <b>Age:</b> Age of the candidate should not be more than 45 years as on 1st November, 2021.	Rs.4.80-6.00	13 <sup>th</sup> Dec 2021 (10:30 AM-12.00 Noon)

5	Junior Management Information Systems Specialist (1 no.) (APART)	<b>Qualification:</b> BE/B.Tech/Master degree/ Post Graduate Diploma (minimum two years duration) in Computer Science/Computer Applications/Information Technology/or a closely related field from any Govt. recognized University/Institutions. <b>Working Experience:</b> Minimum (Five) 5 years of work experience in managing MIS/IT systems of a reputed public/private sector agency in a leadership/ managerial capacity. <b>Computer Skills:</b> The Jr.MISS must be highly proficient in software development, computer applications, including MS Word, MS Excel and MS Power Point etc. <b>Development Skills:</b> Must have working experience on PHP MVC Framework such as Laravel, Symfony, Codeigniter etc. along with Database Skills (MySQL, Postgres or NoSQL). <b>Age:</b> Candidate should not be more than 40 years as on 1st November, 2021	Rs. 6.60 -7.20	15 <sup>th</sup> Dec 2021 (10:30 AM-12.00 Noon)
6	District Enterprise Development Coordinator (4 no.) (APART)	<b>Qualification:</b> Master's Degree in Business Administration (MBA/PGDBM) with specialization in agribusiness/ entrepreneurship/ rural management/ marketing/ finance. <b>Experience:</b> With five (5) years of demonstrated experience in promoting entrepreneurship, working in incubation program for handholding of enterprises or small business development programs. <b>Age:</b> The candidate shall not be of more than 40 years of age as on 1st November, 2021	Rs. 6.60-10.80	17 <sup>th</sup> Dec 2021 (10:30 AM-12.00 Noon)
7	District Enterprise Development Executive (1 no.) (APART)	<b>Qualification:</b> B.Sc in Agriculture or allied sectors/ B.E. or B.Tech in Agriculture/ food technology/ BBA with at least 3 years experience in agribusiness, food processing sector. <b>Experience:</b> Experience in entrepreneurship and enterprise Development, counseling for enterprises, conducting training & capacity building programmes and facilitating access to finance and business development, marketing of agricultural/ food products will be an added advantage. <b>Age:</b> The candidate shall not be of more than 35 years of age as on 1st November, 2021	Rs. 3.00- 4.20	20 <sup>th</sup> Dec 2021 (10:30 AM-12.00 Noon)
8	Office Management Executive (20 nos.) (APART)	<b>Qualification:</b> Graduate (minimum three years duration) degree in any field from recognized University/institution. Working Experience: The OA must have at least (2) two years' experience in office management/secretarial work in any public or private sector organization. <b>Computer Skills:</b> Must be excellent in using computer applications, with advanced knowledge of Office Management proficiency in MS Office Applications like (Word, Excel, and PowerPoint etc.) including email. <b>Language:</b> Fluency in English is a must. Preference will be given to candidates with local languages. <b>Age:</b> Age of the candidate should not be more than 35 years as on 1st November, 2021.	Rs.3.00	22 <sup>nd</sup> Dec 2021 (10:30 AM-12.00 Noon)

**Other General conditions for interview:**

- 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.**
- The SPD, ARIAS Society reserves the right to-
  - 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.
  - Cancel this advertisement and/or the selection process, in parts or fully, without assigning any reason and without thereby causing any liability to anyone.
  - Increase or decrease the number of positions mentioned above.
  - Recruit the selected incumbents in a staggered manner.
- No TA/DA shall be admissible for attending the Walk-in-interview.
- 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.
- 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 12:00 Noon** 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.
9. No TA/DA shall be admissible for attending the Walk-in-interview.
10. 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.
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**Sd/-**  
**State Project Director, ARIAS Society**