

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/ARIAS-13018/14/2022-APART-ARIAS/155

Dated Guwahati the 10th June'2022**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	Financial Management Executive (1 No.) ACCSDP	Educational Qualification & Experience: Graduate/Post Graduate in Commerce 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. At least 4 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 Computer Skills: Experience of operating Tally accounting software and using Internet based applications, and proficiency in MS Word MS Excel, MS Power Point, etc. Age: The candidate shall not be more than 40 years of age as on 1 st of June'2022.	Rs. 4.20 to Rs. 6.18	21.06.2022 10.00 AM to 12.00 Noon
2	Training & Capacity Building Specialist (1 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 more than 45 years of age as on 1 st June'2022.	Rs. 6.60 to Rs. 19.20	22.06.2022 10.00 AM to 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.

- 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 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.

Sd/-
State Project Director
ARIAS Society

