



**NORTH EASTERN REGIONAL AGRICULTURAL MARKETING  
CORPORATION LTD**

**(A GOVT. OF INDIA ENTERPRISE)**

**UNDER**

**(MINISTRY OF DONER)**

**INVITES**

**APPLICATION FOR FILLING UP OF  
THE VARIOUS POSITIONS**

**ON**

**“DIRECT RECRUITMENT BASIS”**

**FOR**

**HEAD QUARTER AT GUWAHATI**

**Last Date of Submission of Application: 20.03.18 up to 14:00 Hrs.**

**NORTH EASTERN REGIONAL AGRICULTURAL MARKETING CORPORATION LTD.**

North Eastern Regional Agricultural Marketing Corporation Ltd. (NERAMAC), a Govt. of India Enterprise under administrative control of Ministry of DONER, Govt. of India, invites applications from experienced professionals with outstanding competence for filling up of following positions on Direct recruitment basis for its HO at Guwahati.

<b>Sl. No</b>	<b>Name of post</b>	<b>Qualification &amp; Experience</b>	<b>Age*</b>	<b>No. of Vacancies**</b>	<b>Scale of pay</b>
1.	<p><b>FINANCE &amp; ACCOUNTS</b></p> <p><b>I. GM/Add</b></p> <p><b>I. GM</b></p> <p><b>II. DGM/Sr . Manager</b></p> <p><b>(FOR H.O. GUWAHATI)</b></p>	<p>1. Degree from a recognized University/ CA/ ICWA/ MBA (Finance) or subordinate Accounts Service (Commercial or Revenue Audit).</p> <p>2. For GM (F&amp;A) / Addl. GM (F&amp;A) - The candidate should have at least 15-20 years of post-qualification experience in a responsible post in Govt. Dept./ Public Sector Undertaking/ Large Commercial organization/ Banking/ organization of repute out of which at least 3 years should be in senior level.</p> <p>3. For DGM / Sr. Manager (F&amp;A) - The candidate should have at least 10-15 years of post-qualification experience in a responsible post in Govt. Dept./ Public Sector Undertaking/ Large Commercial organization/ Banking/ organization of repute out of which at least 3 years should be in senior level.</p>	55 years	1(ONE)	<p>14500-350-18700 <b>(GM)</b></p> <p>10750-300-16750 <b>(Sr. Manager)</b></p> <p>(IDA 1997) Pre-revised scale)</p>
2.	<p><b>Company Secretary</b></p>	<p>1. Graduate Degree in any discipline from an accredited University / Institution</p> <p>2. Associate Member of the Institute of Company Secretaries (ACS).</p> <p>3. Operating and working knowledge in computer systems is mandatory, i.e. candidates should have Certificate / Diploma / Degree in computer operations / Language / should have studied Computer / Information</p>	40 years	1(ONE)	<p>6550-200-11350</p> <p>(IDA 1997) Pre-revised scale)</p>

		<p>Technology as one of subjects in the High School / College or an Institute recognized by the respective State Government.</p> <p>4. Minimum 5 – 10 years post Experience in</p> <p>Investor Relations, Secretarial Matters and Statutory Compliances,etc.</p>			
3.	<p><b>Marketing</b></p> <p><b>i.</b></p> <p><b>GM/Addl. GM</b></p> <p><b>ii. DGM/ Sr. Manager</b></p>	<p>1. MBA(Marketing),Degree in Food Technology/Agriculture/Horticulture/Food processing/Agri Marketing/Agri business/Engineering will be given preference.</p> <p>2. For GM (Marketing) - The candidates should have minimum 15 - 20 years of Post Qualification Experience in Govt. / Semi Govt./large Pvt. /Public Co, out of which 3 years should be at Senior Level.</p> <p>3. For Sr. Manager (Marketing) - The candidates should have minimum 10 - 15 years of Post Qualification Experience in Govt. / Semi Govt./large Pvt. /Public Co, out of which 3 years should be at Senior Level.</p>	50 years	1(ONE)	<p>14500-350-18700 <b>(GM)</b></p> <p>10750-300-16750 <b>(Sr. Manager)</b></p> <p>(IDA 1997) Pre-revised scale)</p>

\*Subject to Change as per the requirement of the Company.

\*In case of suitable candidate, Board may offer higher scale to the candidate.

**GENERAL TERMS & CONDITIONS:**

- 1) Before applying for the post, candidates should ensure that he/she fulfills the eligibility and other criteria mentioned in this advertisement.
- 2) Incomplete applications or application without Processing fees or application received after due date will not be considered.

- 3) All qualifications must be from UGC recognized University/ UGC recognized deemed University or AICTE approved autonomous institutions (where ever applicable).
- 4) The applicant must be citizen of India.
- 5) Persons working in Government and Semi-Government undertakings should apply through proper channel and has to furnish "No Objection Certificate" from their employer at the time of interview.
- 6) The candidate should not have exceeded the age limit as on 01 Jan, 2018..
- 7) The candidates having minimum experience of Public Sector Undertaking/Large Manufacturing Organisations of repute will be preferred.
- 8) All the applicants should preferably have good computer knowledge and communication skills.
- 9) The engaged person shall be initially appointed on probation for 1 year & appointment shall be regularized only after successful completion of probation period.
- 10) The engaged person shall
  - a) Observe the punctuality and discipline.
  - b) Attend office on all working days, and if necessary on holidays. If required, he/she will have to work even beyond normal office hours.
- 11) The engaged person also reserves his/her right of terminating this contract of engagement by giving the Corporation one month's prior notice in writing or payment of his/ her consolidate remuneration for one month in lieu thereof.
- 12) The candidates are advised to give specific, correct, full information. In case it is detected at any stage that a candidate does not fulfill the eligibility criteria, his / her candidature shall be rejected / cancelled without assigning any reason, thereof. Similarly, even after joining, if it is found that he/she has furnished any incorrect information or suppressed any material information, his/her services shall be summarily terminated.
- 13) The Management reserves the right to call suitable/short-listed candidates for interaction session.
- 14) In case no suitable candidate is found, management may consider for appointment of the candidate by relaxing age / qualification / experience, at a suitable remuneration to

meet immediate requirement.

- 15) NERAMAC Management reserves the right to cancel candidature of any candidate / or cancel recruitment process of any aforesaid post without assigning any reason.
- 16) Mere fulfillment of eligibility criteria/norms does not entitle a candidate to be called for test/interview. Management reserves the right to raise standard of specifications i.e. qualification /percentage of marks / experience higher than that of the minimum prescribed in the advertisement to restrict the number of candidates to be called for test/interview.
- 17) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto shall be subject to jurisdictions of Court at Guwahati only.
- 18) No TA/ DA will be paid to any candidate for appearing in the interview.
- 19) Candidates should possess a valid email id (To be entered compulsorily). No change in the email id will be allowed once entered. All information/ communication regarding interview call letters etc. shall be provided through email to the candidates found apparently eligible based on the details given in the application form.
- 20) Appointment to the post will be subject to being found medically fit as per the prescribed Health Standards.
- 21) NERAMAC shall not be responsible for any postal delay / loss of application in transit. Applications received after due date will neither be entertained nor returned. Incomplete applications will summarily be rejected.
- 22) Any modifications / amendments in the advertisement will be given on the NERAMAC website only i.e. [www.neramac.com](http://www.neramac.com) and no separate advertisement will be issued.
- 23) All important information regarding this recruitment will be available on the NERAMAC website [www.neramac.com](http://www.neramac.com) and as such, candidates are advised in their own interest to visit the website periodically to get update.

#### **HOW TO APPLY:**

1. Candidates must apply in the Common Application Format (To be downloaded from website) in hard copy by ordinary post/ reg. post/ courier. They can also submit by hand at Corporate Head Office.

- Each Application should be accompanied by a Processing fee of Rs. 500/- (non-refundable). Application not accompanying the Processing fee shall be rejected out rightly and shall not be processed. **Suitable application Processing fee to be submitted in the form of RTGS/ NEFT / DD or Banker's cheque drawn in favour of North Eastern Regional Agricultural Marketing Corporation Ltd. payable at Guwahati, Assam.**

**Bank name: State Bank of India.**

**Branch name – New Guwahati Branch, Bamunimaidan.**

**A/c No-10566982782.**

**IFSC code: SBIN0000221.**

( In case of Online Line Transfer, a receipt is to be enclosed with Application)

- Candidates should ensure that they have filled in the Application Format complete in all respects legibly.
- Applications in the prescribed format must be submitted along with self attested copies of testimonials in **support of Age, Caste, Educational Qualifications, Experience, Residential Address etc.**, and non refundable Processing fee in the form of RTGS/ NEFT / DD or Banker's cheque drawn in favour of North Eastern Regional Agricultural Marketing Corporation Ltd. payable at Guwahati, Assam (**SC / ST/ PwD candidates are exempted from payment of Processing fee**) and shall be submitted by Post or in person in closed envelop mentioning the Post very clearly on the Top of the envelope to the

**INCHARGE P & A,  
NERAMAC, 9 RAJBARI PATH,  
G.S. ROAD, GANESHGURI,  
GUWAHATI-781005**

- The 'Advt. No.' 'Category' and the 'Post Applied For' should be mentioned on the envelope so as to reach on or before the closing date i.e.20.03.2018 ( by 1400 hrs).
- Candidate should note that the NERAMAC will in no case be responsible for rejection of application on account of application being incomplete, non-receipt of application or any delay in receipt thereof on any account whatsoever. Application received after the prescribed closing date will not be entertained under any circumstances and all such applications will be summarily rejected. However due to difficult terrain and far flung area, a grace period of 5 days ( upto 25.03.18) may be given only in case NEFT/ RTGS and DD/ Pay order is made by 20.03.18 ( with proof)

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