



**GOVT OF ASSAM**  
**ASSAM SKILL DEVELOPMENT MISSION**  
**NAYANTARA BUILDING (5<sup>TH</sup> FLOOR)**  
**SIXMILE :: GUWAHATI-781022**

No. ASDM-30/2017/Pt.I/14

Dated Guwahati, the 11<sup>th</sup> August, 2017

Applications are invited from job seekers published in the official website of ASDM [www.egm.assam.gov.in](http://www.egm.assam.gov.in) for engagement on contractual basis for following positions under Assam Skill Development Mission.

**Posts in ASDM, State Project Unit**

Sl.No	Name of the posts	Qualification	Experience	Salary (Fixed)	No of vacancies	Age Limit
1	Skill Project Manager- Human Resource & Administration	Post Graduate degree in Human Resource/ MBA (HR) from recognized university	with minimum 7 years experience in relevant field	75,000/-	1	32-45
2	Skill Project Manager- Placement & Post placement tracking	Post Graduate degree in Human Resource/ MBA (HR) from recognized university	with minimum 7 years experience in relevant field	75,000/-	1	32-45
3	Project Manager-MIS	Post Graduate degree in Computer Application/Computer Science/Information Technology from recognized University	with minimum 7 years experience in relevant field	75,000/-	1	32-45
4	Asst. Skill Project Manager- Human Resource & Administration	Graduate with MBA (HR) from recognized university	with minimum 5 years experience in relevant field	49,000/-	1	30-40
5	Asst. Skill Project Manager- Agricultural & Allied Sector	Graduate in Agriculture/ Allied Sector from recognized university	with minimum 5 years experience in relevant field	49,000/-	1	30-40
6	Asst. Skill Project Manager- Textile, Handicrafts	Graduate degree in Textile, Handloom from recognized university	with minimum 5 years experience in relevant field	49,000/-	1	30-40
7	Asst. Skill Project Manager – Industries	B.E./ B.Tch in Civil from recognized university	with minimum 5 years experience in relevant field	49,000/-	1	30-40
8	Asst. Skill Project Manager - Services & Tourism	Graduate degree in Hospitality Management/ Tourism Management from recognized university	with minimum 5 years experience in relevant field	49,000/-	1	30-40
9	Project Assistant	Any Graduate degree from recognised university, 1 year diploma in computer application	with minimum 3 years experience in relevant field with proficiency in typing English and Assamese, DTP	25,000/-	2	23-40
10	PS to MD	Any Graduate degree from recognised university, shorthand, 1 year diploma in computer application. Short hand knowledge will be given preference.	with minimum 3 years experience in relevant field with proficiency in communication, and drafting skills, candidate having experience in EPBX, Fax and other computer application will be given preference	25,000/-	1	23-40

**Terms & Conditions:**

1. Job seekers who are willing to apply must send their application in prescribed form to [recruitment.asdm@gmail.com](mailto:recruitment.asdm@gmail.com). The prescribed application form is available in the website of ASDM [www.egm.assam.gov.in](http://www.egm.assam.gov.in). Application submitted, other than the prescribed form, will not be considered.
2. **Last date of submission of application is 05/09/2017 till mid night.**
3. Candidates willing to apply for more than one post shall have to submit separate application for each post.
4. Persons employed in Govt./Semi Govt. Organizations/ Autonomous Bodies must submit their applications through their employers. **A copy of No objection Certificate (NOC) to be attached.**
5. The engagement will be on contractual basis. Based on performance and requirement of the mission, contract may further be extended.

6. In addition to the fixed salary as mentioned above, selected candidate after joining will be entitled to get admissible allowances, benefits as per rules of the Assam Skill Development Mission. However, the benefits are subject to change, depending upon circumstances.
7. The short listed candidates have to appear for a written test and interview for which no TA/DA shall be paid.
8. Incomplete application shall be rejected without giving any information and only shortlisted candidates will be called for written test and interview.
9. Degrees as referred above are those which have been awarded by recognized university/institutions.
10. The Mission also reserved the right of rejecting any or all the applications without assigning any reasons thereof. Decision of the Mission will be final and binding in this regards.
11. Any dispute with regard to the selection/recruitment process will be subject Courts/Tribunals having jurisdiction over Guwahati.
12. For any other updates, the candidates are advised to visit this website regularly.
13. Canvassing in any form/bringing in any influence political or otherwise will be treated as a disqualification for the post **“INTERIM ENQUIRY WILL NOT BE ENTERTAINED”**

**Sd/-**  
Mission Director  
Assam Skill Development Mission  
Assam, Guwahati