



ASSAM INDUSTRIAL DEVELOPMENT CORPORATION LIMITED
R. G. BARUAH ROAD: GUWAHATI – 781024

ECF No. 294074/4

Dated : 3rd August 23

RECRUITMENT NOTICE

Applications are invited from Indian citizens for filling up the following vacancies as indicated below in the Assam Industrial Development Corporation Limited (A Govt. of Assam Undertaking), Guwahati.

| Name of the Post | No. of posts | Pay Scale | Mode of Recruitment |
|--------------------------------|--------------|---|--|
| Deputy General Manager (Tech.) | 3 (three) | a) Pay Band - 4 Rs.30,000 - 1,10,000/- + Grade Pay Rs.16,900/- b) Rs.1,60,000/-(Fixed) Per Month on Contract Basis | On Deputation / Contract Basis as per suitability |
| Security Officer | 1 (one) | As per Govt. Memorandum No. AAP.98/2017/30 Dated 18 th July 2018 | Contract Basis |

1. Name of the Post: Deputy General Manager (Tech.)

No of Vacancies: 03 (Three)

Pay Scale:

- a) On Deputation: Pay Band -4, Rs.30,000 – 1,10,000/- Grade Pay Rs. 16,900/-
b) On Contract: Rs.1,60,000/- (Fixed) per month.

Period of engagement:

- (i) The above post(s) can be filled up by either through Deputation or Contractual basis. Which will be initially for three (03) years subject to the satisfactory performance, which can be extended for another two years, with the approval of Competent Authority.

Eligibility Criteria:

- i. Degree in Civil, Electrical Engineering/Technology from recognized institution having 16 years' experience in senior managerial position in reputed large industrial organization/PSU(Central/State)
- ii) Candidates of State/Central Government Departments/PSU's/Autonomous Bodies may apply for deputation only.
- a) Analogous posts on a regular basis in the Parent Cadre or Department in the Grade Pay of Rs.15700/- or 04 years regular service in the rank of Superintendent Engineer or equivalent grade.
- iii. Preference will be given to candidates having degree in MBA (Project Management) and experience of managing big infrastructure project management.

Age limit: Min. 40 years & Max. 55 years as on 31.05.2023

2. Name of the Post: Security Officer

No of Vacancies: 01 (Three)

Pay Scale: As per Govt. Memorandum No. AAP.98/2017/30 Dated 18th July 2018.

Period of engagement:

- (i) The above post purely on contractual basis. Which will be initially for one (01) year and extendable up to three (03) years subject to the satisfactory performance with the approval of Competent Authority.

Requisite Qualification/Work Experience

Ex-Serviceman/Retired officers in the rank of Major/Dy Commandant from Army, Central Armed Police Forcers in Addl. SP Assam Police Etc.). The officers possessing higher may also apply.

Job responsibilities:

- i. To look after the security matters of the Corporation and its assets.
- ii. To deal with Outsourced Agencies/ Organization for Security related matters.

Application Process:

1. Interested and eligible candidates can download the Application Form from 4th August, 2023 by visiting Assam Industrial Development Corporation Ltd. official website www.aidcltd.com
2. Eligible Candidate(s) who are willing to apply for contractual position may submit their application(s) in the prescribed Proforma at Annexure I (as uploaded in the AIDC website www.aidcltd.com) along with self-attested copies of certificates in support of educational qualifications, experience, age along with a recent passport size photograph should reach the Managing Director, AIDC Ltd. on or before 31st of August, 2023.
3. In the case of serving officers (for deputation), their application in the prescribed Proforma at Annexure I (as uploaded in the AIDC website www.aidcltd.com) should be forwarded through proper channel along with "Attested copies of last 05 (five) years ACR's "for the selection of the applicant along with certificates in support of educational qualifications, experience, age along with a recent passport size photograph should reach the Managing Director, AIDC Ltd on or before 31st of August 2023.
4. Incomplete applications or those received after the last date for submission of application shall be summarily rejected.
5. AIDC Ltd reserves the right not to fill the post, if any suitable candidates is not found suitable.

Note: Candidates those have applied in response to the earlier Recruitment Notice ECF No. 294074/1, dtd. 15.06.2023, they need not to apply again.

S/d
Managing Director
Assam Industrial Development Corporation Limited
R. G. Baruah Road, Guwahati-24

Assam Industrial Development Corporation Limited
(A Govt. of Assam Undertaking)

APPLICATION FORM

Paste here a copy of your recent passport size photograph of size 3.5cm×4.5 cm & Sign in the box below.

ADVERTISEMENT NO :

NAME OF THE POST APPLIED FOR :

1. Applicant's Name in full (as recorded in HSLC or equivalent certificate in BLOCK LETTERS IN ENGLISH)

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2. Father's Name in full

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3. Mother's Name in full

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4. Gender :
(Male-M/Female-F/Other-O)

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5. Date of Birth (As per HSLC certificate)

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|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
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6. Age on 31.05.2023

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|---|---|---|---|---|---|
| Y | Y | M | M | D | D |
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7. Nationality

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8. Category (GEN/EWS/SC/STP/STH/OBC&MOBC)

Note: attach supporting documents (except GEN)

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9. Permanent Address:

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10. Present Address For Communication:

(If the permanent address is same as that of present address, please put a tick (✓)mark only)

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11. Details of fee (If Applicable): Application/Examination Fee to be paid as per the rate specifically mentioned in the advertisement in the form of Demand Draft / Bankers Cheque from any Nationalized / Scheduled bank of India in favour of "Assam Industrial Development Corporation Limited" payable at Guwahati.

| Name of Bank | DD / BC No. | Issue Date | Amount (Rs.) |
|--------------|-------------|------------|--------------|
| | | | |

NOTE: enclose copy of the original Demand Draft / Bankers Cheque. No duplicate/photocopies will be accepted.

12. Essential Qualification: From HSLC onwards (use separate sheet, if necessary)

Note: Attach supporting documents

I/194942/2023

| Name of Exam | Division /Grade/ Class | PC(%) of Marks Obtained | Year of Passing | Duration of Course | Institution/Board/ University | Subjects Taken |
|--------------|------------------------|-------------------------|-----------------|--------------------|-------------------------------|----------------|
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- 13. Employment/Experience** (The experience column should be filled as and when specifically mentioned in the advertisement)
(Particulars of all previous and present employment/experience relevant to advertisement are to be furnished)
(Use separate sheet, if necessary)

| SN | Name and address of the employer | Post Held | Nature of Work/Duty | Period | | Whether Central/State Govt/ PSU / Private |
|----|----------------------------------|-----------|---------------------|--------|----|---|
| | | | | From | To | |
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- 14. Are you debarred from any examination and /or selection conducted by AIDC or any State / Central PSU or UPSC/ any State PSC? [Please tick (✓) appropriate box.]**
- 15. Are you debarred from applying for any Government post? [Please tick (✓) appropriate box.] (If yes, submit details)**

| | | | |
|-----|----|-----|----|
| Yes | No | Yes | No |
|-----|----|-----|----|

- 16. Details of Enclosures (Put serial numbers on Annexure):-**

Annexure -II

APPLICATION FORM FOR DEPUTATION

Affix your recent
passport size
photograph (self-
attested)

| | | | |
|----|---|--------------|---|
| 1 | Name(In Block Letters) | | |
| 2 | Father's Name | | |
| 3 | Post held Present pay with Grade Pay | | |
| 4 | Permanent Address | | |
| 5 | Additional details about present employment .Please state whether working under a)Central Government b)State Government c) UTs | | (indicate the name of your employees against the relevant column) |
| 6 | Address for correspondence | | |
| 7 | Date of Birth | | |
| 8 | Date of recruitment under Central/State Government Rules | | |
| 9 | Gender | | Male/ Female |
| 10 | Category (Gen/OBC/SC/ST/PWD) | | |
| 11 | Educational Qualification starting from high school | | |
| | Exam passed | Passing year | University/Institution |
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|----|--|------------|------|---|------------------------------------|------------------|
| 12 | Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature ,if the space below is sufficient | | | | | |
| | Post held | Department | From | To | Pay band, basic pay with grade pay | Nature of Duties |
| | | | | | | |
| | | | | | | |
| 13 | Additional information, if any, which you would like to mention in support of your suitability for the post | | | | | |
| 14 | Contact Details: | | | Telephone No: Mobile No: Email: | | |
| 15 | Remarks: The candidates may indicate information with regard to (i) Research publications and reports and special projects(ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information (Note: Enclose a separate sheet if the space is insufficient) | | | | | |

I have carefully gone through the vacancy circular / advertisement and I meet the requirement of the post. I undertake that information furnished by me is correct to the best of my knowledge and behalf and duly supported by documents.

Signature of the Candidate:

Address:

Date:

Signature with Seal

(Forwarding Officer/HOO)