



ASSAM INDUSTRIAL DEVELOPMENT CORPORATION LTD.
(A Govt. of Assam Undertaking)
R. G. Baruah Road, Guwahati - 781024
CIN: U75112AS1965SGC001246
GSTIN: 18AACCA4720A1ZC

অসম ঔদ্যোগিক উন্নয়ন নিগম সীমিত
(অসম চৰকাৰৰ প্ৰতিষ্ঠান)
অসম ঔদ্যোগিক উন্নয়ন নিগম সীমিত
বাৰাগোবিন্দ বৰুৱা পথ, গুৱাহাটী - ৭৮১০২৪
www.aidcltd.com

ECF No.294074/2

Date.14.06.2023

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.

Sl. No.	Name of Post	Number of vacancies
1.	Deputy General Manager-Technical	3 (three)
2.	Security Officer	1 (one)
3.	System Administrator	1 (one)

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

Number of vacancies: 3 (three)

Remuneration : Rs. 1,60,000/- (Fixed) per month.

Period of Contract: The engagement will be purely on a contractual basis for the period of 3(three) years subject to the satisfactory performance.

Essential Qualifications and Experience:

- Degree in Civil, Electrical Engineering/Technology from recognized institution having 16 years of experience in senior managerial position in reputed large industrial organization/PSU (Central/State).
- Preferences will be given to candidates having degree in MBA(Project Management) and experience of managing big infrastructure project management.

Age limit: 40 Years & Max. 50 Years as on 31.05.2023 (relaxation may be given as per Govt. Rules).

2. Name of Post : Security Officer (on Contractual basis)

Number of vacancy : 1 (one)

Remuneration : As per Govt. Memorandum No. AAP.98/2017/30 dated 18.07.2018

Period of Contract : The engagement will be purely on a contractual basis for the period of 1(one) year and extendable upto three years.

Requisite qualification/ Work Experience:

Ex-Serviceman/Retired officers in the rank of Major/Dy. Commandant from Army, Central Armed Police Forces or 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.

3. Name of Post : System Administrator(on Contractual basis)

Number of vacancy : 1 (one)

Remuneration : Rs. 65,000/- (Fixed) per month

Essential Qualifications and Experience:

Qualification: MCA/BE (Computer Science)/ BE (IT or Computer Science)
AICTE approved.

Desirable: CCNA Certified with minimum 50% marks.

Experience: Minimum 5(five) years' experience as System

Administrator in a Development Team in large IT enable services or similar kind of Organization.

Age limit : Maximum limit 42 years.

Application Process:

1. Interested and eligible candidates can download the application Forms from 15.06.2023 by visiting Assam Industrial Development Corporation Limited official website www.aidcltd.com.
2. Hardcopies of applications in prescribed format (as uploaded in the AIDC website www.aidcltd.com) along with self-attested copies of certificates in support of educational qualifications, experience, age, present residence along with a recent passport size photograph should reach the Managing Director, AIDC by 30.06.2023, on the following address-

Managing Director
Assam Industrial Development Corporation Ltd.
R. G. Baruah Road
Guwahati-24

The envelope containing the application form should mention the following on the top:

“Application for the post of”

Terms & Conditions:

- Incomplete applications with wrong particulars will not be considered.
- AIDC Ltd. reserves the right not to fill the post, if any suitable candidate is not found.
- Applications should be submitted in the prescribed format.

Sd/
Managing Director

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)

2. Father's Name in full

3. Mother's Name in full

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

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5. Date of Birth (As per HSLC certificate)

D	D	M	M	Y	Y	Y	Y

6. Age on 31.05.2023

Y	Y	M	M	D	D

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

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Name of Exam	Division /Grade/ Class	PC(%) of Marks Obtained	Year of Passing	Duration of Course	Institution/Board/ University	Subjects Taken

- 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	

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

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Sl. No	Details	No. of Sheets

Sl. No.	Details	No. of Sheets

17. Contact No:

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18. Email ID:

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DECLARATION

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief. I understand that action can be taken against me by the Corporation if I am declared by them to be guilty of any type of misconduct mentioned herein.

* I have informed my Head of Office/Department in writing that I am applying for the post (in case of Service holder).

Place : _____
 Date : _____

 Signature of the Candidate (in full)

* *Strike off the sentence if not applicable.*

WARNING: Applications which are not in conformity with the requirements laid down in the advertisement and applications which are not in the prescribed form or incomplete or improperly filled in or are not accompanied by self-attested copies of certificates, mark sheets, documents etc. shall be rejected. Application received in the Corporation’s office after the closing date will not be considered.

Canvassing by a candidate directly or indirectly either to the employee of the Corporation or any member of the selection committee in respect of his/her candidature shall be treated as a disqualification.
