

North East Centre for Technology Application and Reach (NECTAR), an autonomous society under Department of Science & Technology, Ministry of Science & Technology, Govt. of India intends to invite online applications for full time engagement of various job positions on purely contractual basis.

Sl No	Name of Post	No of Post	Job Profile	Educational Qualification / Experience / Age	Monthly Remuneration (in Rupees)
1.	Project Co-Ordinator	1	<p>Project Co-Ordinator will be responsible for overall implementation of the assigned project '<i>Improving Sustainability of Traditional Terracotta and Pottery Business in Asharikandi</i>'. She/He will be responsible for planning and overseeing the project from the initial implementation through to completion. She/He will coordinate with stakeholders, people, and processes to deliver the project on time, within budget and with the desired outcomes aligned to objectives.</p> <p><b>Location:</b> Guwahati with frequent field visit to the Project Site in Asharikandi, Dhubri District, Assam.</p>	<p><b>Essential Qualification:</b> Doctorate in Science / Technology or equivalent from a recognized University. OR ME/M.Tech. in Chemical Engineering / Material Science / Ceramics or equivalent from a recognized University.</p> <p><b>Essential Experience:</b> Minimum 5 years of experience in project implementation of similar nature.</p> <p><b>Desirable Experience:</b> 10 years of experience in project implementation of North East India.</p> <p><b>Upper Age Limit:</b> 45 Years</p>	55,000/- (Consolidated)
2.	Project Assistant	2	<p>Project Assistant will be responsible for assisting the Project Co-Ordinator in implementation of the project '<i>Improving Sustainability of Traditional Terracotta and Pottery Business in Asharikandi</i>'. She/He will be responsible for overseeing projects from the initial implementation through to completion along with the Project Co-ordinator. He shall coordinate with stakeholders, people and processes to deliver projects on time, within budget and with the desired outcomes aligned to objectives.</p> <p><b>Location:</b> Guwahati with frequent field visit to the Project Site in Asharikandi, Dhubri District, Assam.</p>	<p><b>Essential Qualification:</b> Bachelor's Degree in Science/Engineering/Technology or equivalent from a recognized University.</p> <p><b>Essential Experience:</b> Minimum 2 years of experience in project implementation of similar nature.</p> <p><b>Upper Age Limit:</b> 40 Years</p>	22,000/- (Consolidated)

3.	Project Assistant	1	<p>Project Assistant will be responsible for assisting the Project Co-Ordinator in implementation of the project '<i>Improving Sustainability of Traditional Terracotta and Pottery Business in Asharikandi</i>'. She/He will be responsible to plan, develop and oversee the execution of different marketing strategies to promote the products. She/He will also be involved in creating awareness of the products among potential customers.</p> <p><b>Location:</b> Guwahati with frequent field visit to the Project Site in Asharikandi, Dhubri District, Assam.</p>	<p><b>Essential Qualification:</b> MBA in Marketing or equivalent from a recognized University.</p> <p><b>Essential Experience:</b> Minimum 2 years of experience in marketing.</p> <p><b>Upper Age Limit:</b> 40 Years</p>	<p><b>22,000/-</b> <b>(Consolidated)</b></p>
4.	Project Assistant	1	<p>Project Assistant will be responsible for implementation of the project '<i>Mobile Processing Unit (MPU) in North East India for processing of fruits and vegetables</i>'. She/He shall be responsible for overseeing projects from the initial development/implementation through to completion. She/He will coordinate with stakeholders, people and processes to deliver projects on time, within budget and with the desired outcomes aligned to objectives.</p> <p><b>Location:</b> Guwahati with frequent field visit to the Project Site to various parts of North East Region and development site in Mysore.</p>	<p><b>Essential Qualification:</b> Bachelor's / Master's Degree in Biotechnology / Food Processing or equivalent from a recognized University.</p> <p><b>Essential Experience:</b> Minimum 2 years of experience in project implementation of similar nature.</p> <p><b>Upper Age Limit:</b> 40 Years</p>	<p><b>25,000/-</b> <b>(Consolidated)</b></p>
5	Multi-Tasking Staff for Technology Demonstration Centre, Guwahati	1	<p>General cleanliness &amp; upkeep of the Section/Unit, carrying of files &amp; other papers within the building, Photocopying, sending of FAX, assisting in routine office work like diary, dispatch etc.</p>	<p><b>Desirable Experience:</b> Experience in working as an MTS will be preferred.</p> <p><b>Upper Age Limit:</b> 35 Years</p>	<p><b>On daily wages basis</b></p>

## Term & Conditions

1. All applications are required to be sent in the Prescribed format given in Annexure-I only in online mode to the email ID: [recruitment@nectar.org.in](mailto:recruitment@nectar.org.in).  
Last date of submission of application is **17.04.2022**
2. NECTAR will not be responsible for non-receipt of their applications or any delay in receipt thereof on any account whatsoever.
3. Only Indian nationals are eligible to apply.
4. The crucial date for determining the eligibility in term of age, qualification and experience will be the last date of submission of application.
5. The selection will be based on academic qualification, experience, and performance in personal interview. Eligible candidates will have to appear for Skill Test / Personal Interview.
6. Candidates working in Government Organization / PSU / Autonomous Bodies must route their application through proper channel.
7. Applicants are required to attach all Copies of self-attested certificates in support of educational qualifications, date of birth, experience, and any other relevant information, if any should be attached with the application. Applications without the supporting documents will be summarily rejected.
8. Candidates will have to produce the original certificates at the time of interview / joining for verification.
9. Although age and experience against each post is prescribed, Director General, NECTAR may relax age and experience in case of the candidate otherwise found suitable
10. In case of false or insufficient information / lack of proof to ascertain the eligibility of the applicant, their candidature may be summarily rejected at any stage of the selection process.
11. The prescribed essential qualifications are minimum and the mere possession of the same does not entitle candidates to be called for interview. No further communication in this regard will be entertained.
12. Call letters and intimations relating to this recruitment will be sent to the shortlisted candidates by email only. Applicants should ensure that the email ID given in the online application is maintained active. Candidates may require undergoing skill test and interview on Offline / Online platform as decided by NECTAR.
13. The engagement of the above job positions will be purely on temporary basis initially for a period of six month. The contract may further be extended as per requirement and also on the basis of performance of the candidate with suitable remuneration.
14. The monthly remuneration payable for contractual positions shall be determined on the basis of the applicant's expertise, experience and professional standing.
15. NECTAR reserves the right to cancel /withdraw /postpone this recruitment notice at any point of time.
16. The engagement will be not conferring any claim for regular appointment in NECTAR.



Sr. Administrative Officer  
NECTAR

**ANNEXURE – I**

**Application for the Job Position “*Mention the Job Position*” in North East Centre for  
Technology Application and Reach (NECTAR)**

Recent Passport Size  
Photo

1.	Name (in capitals)	
2.	Father's / Spouse's Name	
3.	Date of Birth	
4.	Age as on 31.10.2021	
5.	Full Address for Communication with Pin code.	
6.	Contact Details	
	Mobile No.	
	Email ID	
8.	Education / Qualification (Please enclose self-certified copies of Certificates)	
9.	Experience (Please self-certified copies of experience letter etc)	
10.	Name of Last Organisation	
11.	Last Pay Drawn (Please enclose copy)	
12.	Details of Skills & Knowledge relevant to the Job	
13.	<b>Enclose a copy of latest CV</b>	

I certify that the foregoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time I am found to have concealed any material information, my appointment shall be liable to be summarily terminated without recourse. I have read this circular and ready to accept all the terms and conditions for engagement.

Date:-

Place:-

Signature of applicant