



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

P&A/48/I-V/Part-III/11

Date: 25/09/2026

North Eastern Regional Agricultural Marketing Corporation (NERAMAC), a Government of India Enterprise under the Administrative Control of the Ministry of Development of North Eastern Region (DoNER), will conduct **Walk-in-interview** for filling up the below mentioned position on a **Contractual Basis:-**

<u>Details</u>	<u>Requirements/Information</u>
Position Name	Assistant General Manager – (Project Management & Capacity Building)
No of Vacancies	One (01)
Age Limit	Not exceeding 48 years as on 1 st November, 2026. The upper age limit is relaxable: • By 5 years for SC/ST candidates, i.e. upto 53 years • By 3 years for OBC/MOBC candidates, i.e. upto 51 years
Education Qualification	Full time MBA/PGDM/Post Graduate in Project Management/Operations Management/Finance/Agribusiness/Rural Management or equivalent discipline from a recognized Institute/ University.
Work Experience	• Minimum 12 years of work experience in relevant field. • Preference will be given to candidates with prior experience in Project Management and Capacity Building, from Central or State Govt./Semi-Govt./PSU/Autonomous body particular in Agri-Horti Sector. • Strong knowledge of government rules, compliance frameworks, and project management. • Proven leadership, analytical, and communication skills. • Proficiency in MS Office, MS excel, etc. • Experience in Agriculture, Horticulture, Agri-infrastructure, Value-chain development, Rural Development or allied sectors shall be an added advantage.
Place of Posting	Head Office, Guwahati
Emoluments (In Rupees)	Upto Rs.80,000/- per month

*Subject to Change as per the requirement of the Company

A. Job Role & Responsibilities:-

- I. The Assistant General Manager – Project Management & Capacity Building is responsible for leading project teams and ensuring achievement of approved physical and financial milestones, overall planning, coordination, implementation and

monitoring of NERAMAC projects. Coordinating with Central Ministries, State Governments, NEC, MDoNER and other stakeholders. Ensuring compliance with Corporation goals, and driving development initiatives. The role combines project governance, execution oversight, and structured capacity-building programs to strengthen institutional performance. The role requires strong leadership, governance, and the ability to align project outcomes with institutional goals.

- **Project Planning & Execution:** Lead planning, execution, and monitoring of projects; ensure adherence to scope, timelines, quality standards, and budgets.
- **Documentation & Reporting:** Prepare and review DPRs, feasibility studies, inspection notes, compliance reports, and progress documentation.
- **Capacity Building:** Design and implement training programs; monitor skill development initiatives; prepare proposals for cluster development and continuous learning frameworks.
- **Governance & Compliance:** Establish project governance mechanisms; ensure adherence to corporation policies, statutory, financial, and environmental regulations.
- **Knowledge of Government of India schemes and project funding mechanism, GFR rules.** Procurement, Government tendering, bid evaluation, QCBS/LCS procedures, DPR preparation and techno-economic appraisal, Project cost estimation and financial analysis, Project monitoring, MIS and reporting, Contract administration and dispute/risk management, Public-sector project implementation, PPP and private-sector participation, Agriculture, horticulture, food processing and agri-value-chain projects.
- **Stakeholder Coordination:** Liaise with government agencies, consultants, contractors, and internal departments; act as a bridge between project teams and senior management.
- **Financial Oversight:** Oversee budget utilization, cost control, and fund allocation; ensure transparency in procurement, tendering, and contract management.
- **Risk Management:** Identify risks in project execution; implement mitigation strategies; recommend corrective measures for delays, cost overruns, or quality deviations.
- **Performance Monitoring:** Prepare monthly, quarterly, and annual performance reports; present findings and recommendations to senior management.

ii. **Additional Skills/Desirables**

- Preparation, appraisal and implementation of Detailed Project Reports (DPRs).
- Project planning, budgeting, scheduling and milestone-based monitoring.
- Preparation and management of EOIs, RFPs, tenders and procurement documents.
- Preparing progress reports, MIS, briefing notes and presentations for MD, Board, Ministry and other competent authorities
- Procurement and contract management in accordance with GFR, CVC guidelines and applicable Government procurement procedures.
- Preparation and monitoring of PERT/CPM charts, project timelines and physical & financial progress.
- Coordination with Central Ministries, State Governments, NEC, MDoNER, Government Departments, PSUs, financial institutions, consultants and private sector partners.
- Monitoring of civil construction, machinery procurement, installation, commissioning and operationalisation of projects.
- Facilitating project completion, commissioning and post-implementation monitoring.
- Identifying new project opportunities and assisting in development of bankable project proposals/DPRs for Central and State Government schemes.
- Financial monitoring, fund utilisation, preparation of Utilisation Certificates (UCs), expenditure statements and fund-release proposals.

- Management and supervision of consultants, contractors, technical agencies, implementing agencies and project partners.
- Experience in PPP, JV, convergence-based projects or projects involving private-sector participation shall be desirable.

B. General Terms and Conditions.

1. The Walk-in-Interview will be held as per the scheduled date & time:-

S.NO	Position	Date & Time
1.	Assistant General Manager – (Project Management & Capacity Building)	09 October 2026 & Reporting time – 10.30 am to 12.30 noon

2. Before appearing for the interview, candidates should ensure that he/she fulfils the conditions and other criteria mentioned in this advertisement. Candidates not meeting the requisite qualification and experience need not apply
3. All qualifications must be from a UGC recognized University/ UGC recognized deemed University or AICTE approved autonomous institutions/ equivalent degree recognized by the Govt. of India (where ever applicable).
4. Interested candidates may appear for the interview along with their full Bio-data, necessary educational and experience certificates in original.
5. Relaxation may be granted at the discretion of the Competent Authority
6. The applicant must be a citizen of India.
7. The candidates having maximum experience of Public Sector Undertaking/Large Organization of repute would be preferred.
8. Post probation period of 3 months, the engagement will be initially for a period of two (02) years. However, depending upon the requirement of the Corporation and the performance of the person engaged, the period of engagement can be extended/ renewed.
9. The engaged person will be entitled to draw a consolidated monthly remuneration only. During the validity of this contract no other allowance, remuneration, shall be payable to him/her on account of working on holidays and/or outside office hours. However, he/she will be entitled to Leaves as per the Corporation rules for contract employees. Further, the selected candidate would be eligible for increment as per policy promulgated from time to time.
10. The engaged person is liable to be transferred to any other location/ branch as and when required by the Corporation.
11. During the validity of the contract of engagement, while on duty, the engaged person shall
 - Observe punctuality and discipline.
 - Attend office on all working days, and if necessary, on holidays. If required, he/she will have to work even beyond normal office hours.
12. This contract of engagement is terminable by the Corporation at any point of time by giving one month's prior notice if the performance of the engaged person is not found satisfactory.
13. The engaged person(s) also reserves his/her right of terminating this contract of engagement by giving the Corporation one months prior notice in writing or payment of his/ her consolidate remuneration for one month in lieu thereof

14. The engaged person(s) will have no right to claim any addition of benefit/compensation/ absorption/regularization of services in the Corporation during or after the period of engagement under any provision.
15. Persons working under Central/State Govt. /Public Sector Undertaking/ Autonomous bodies should submit "NO OBJECTION CERTIFICATE" at the time of interview, from their present Employer.
16. The candidates are advised to give specific, correct, full information. In case it is detected at any stage that a candidate does not fulfil 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.
17. NERAMAC Management reserves the right to modify/postpone/cancel recruitment of any candidate/ or cancel recruitment process of any aforesaid post without assigning any reason.
18. Mere fulfilment 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.
19. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response there to shall be subjected to jurisdictions of Court at Guwahati only.
20. No TA/ DA will be paid to any candidate for appearing in the interview.
21. Appointment to the post will be subject to being found medically fit as per the prescribed Health Standards.
22. Any modifications/ amendments in the advertisement will be given on the NERAMAC website only i.e., www.neramac.com and no separate advertisement will be issued.
23. In case of any clarification applicant can contact AM-HR, NERAMAC (7002266904).
24. Date & Venue of Walk-in-Interview is mentioned below. – 09 October 2026
Office Address: NERAMAC Complex, Panjabari Road, (Near Six-mile Flyover), Sixmile, Guwahati, Pin – 781019, Assam.

Note: Candidates should bring their original testimonials on the date of Interview.

Sd/-

Managing Director