

North Eastern Handicrafts and Handlooms Development Corporation Limited  
(A Government of India Enterprise)  
Ministry of Development of North Eastern Region, Govt. of India  
Website: [www.nehhdc.com](http://www.nehhdc.com)  
Phone No. - 0361-2910002; +91-9707096875

File No: NEHHDC/DEPTT. of Advocacy, Consultancy & Projects/2022-23/01

Date: 21-05-2023

### **Empanelment of Sector Expert/Designer/Master Trainer/Assistant Master Trainer**

North Eastern Handicrafts & Handlooms Development Corporation Ltd (NEHHDC), Guwahati under the Ministry of DoNER, Govt. of India has undertaken to empanel Sectorial experts in handlooms and handicrafts/Designer/Master Trainer/ Assistant Trainer for capacity building and Skill Development Training Programmes under various sectors listed below in North Eastern States. Interested candidate with adequate academic qualifications with degree/diploma/certificate may apply in the specified application format on appropriate disciplines.

Interested candidate may download the application format from the link bellow and submit the filled-in application to

Department of Advocacy, Consultancy & Projects  
North Eastern Handicrafts & Handlooms Development Corporation Ltd  
Crafts Promotion & Experience Center,  
Garchuk, Pamohi Road, Guwahati-781035  
[acpdepartment.nehhdc@gmail.com](mailto:acpdepartment.nehhdc@gmail.com)

Applicants should clearly mention **“APPLICATION FOR THE RESPECTIVE TRADE/DISCIPLINE APPLIED FOR”** super scribe in the envelope containing the application.

#### **Sectors:**

- a) Sericulture
- b) Handloom
- c) Handicrafts
- d) Tourism (craft tourism)
- e) Logistics
- f) Packaging
- g) IT&ITeS

#### **Terms of engagement:**

1. The engagement will be purely on contractual basis and as per course schedule of the Programme/Training.
2. Fixed emolument/Honorarium/Fees will be paid as per work order.
3. The Trainer should adhere to the delivery norms of the assignment and any deviation would be viewed strictly.

4. The trainer will maintain a highly professional standard of service to NEHHDC at all times
5. The Trainer should report on time for any training session.
6. The Trainer is expected to provide quality delivery. 70% of the trainees/participants should give "Good" feedback on the knowledge/methodology/presentation and training methods of the trainer
7. The Trainer is not authorized to represent NEHHDC at any public forums, press meetings/conferences or publish articles in magazines/newspapers

**Empanelment Process:**

The empanelment will be made after an evaluation of the applications received from the applicants on the basis of assessment by a selection committee constituted by NEHHDC. The services of the empanelled trainers will be utilized by NEHHDC for providing training as and when required for which honorarium will be paid on the rates prescribed by NEHHDC from time to time.

This is not a notice for employment in any manner either on regular or contract basis nor does this scheme promise any regular or even contract employment in the NEHHDC at any time in future. Those empanelled shall have no claim whatsoever on any regular or contractual or casual job opportunity that may arise in NEHHDC ever in future.

**Important Instructions:**

1. Incomplete applications shall be summarily rejected without any information
2. The age of the applicant should not be more than 50 years

**Mandatory Requirement**

Applied candidate needs to submit photocopy of self-attested academic/Experience certificates along with degree/diploma/certificate on appropriate disciplines as mentioned in the application

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Managing Director  
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