



पूर्वोत्तर हस्तशिल्प एवं हथकरघा विकास निगम लिमिटेड
(भारत सरकार का उद्यम)
North Eastern Handicrafts & Handlooms Development Corporation Ltd.
(A Govt. of India Enterprise)

इष्ट पइन्ट टावर, ५वीं एवं ६ठीं महला, बामुनीमैदान, गुवाहाटी-७८१ ०२१
East Point Tower, 5th & 6th Floor, Bamunimaidam, Guwahati-781021

दूरभाष / Tele : 91-361-2654830, 2654780-81, 2650030-31
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RECRUITMENT NOTICE

NEHHDC Ltd (A Govt. of India Enterprise) is looking for a Company Secretary initially on contractual basis from suitable Indian nationals having Minimum 2-6 years post qualifications experience in any State/ Central/Govt. /PSU/Govt. Institutions/ Public Sector Enterprise/Reputed Private Sector Company etc. in areas of Company Affairs possessing a Bachelors degree in Commerce from any recognised University/Institute and a Member of the Institute of Company Secretaries of India, New Delhi. Candidates possessing a degree in Law from a recognised University /Institute will be preferred.

Interested candidates may apply in the STANDARD FORM OF APPLICATION enclosing copies of certificates, testimonials and two passport sized photographs to the Managing Director, North Eastern Handicrafts and Handlooms Development Corporation Ltd, Corporate Office, 6th Floor, East Point Tower, Bamunimaidam, Guwahati - 781 021, Phone No: 0361-2654780, by super-scribing the envelope as **Application for the post of Company Secretary** from the date of publication of this advertisement till 4th November, 2019 (up to 5:00 PM).

Salary payable is negotiable and as per last pay drawn; CPF, TA/DA on tour etc will be admissible as per the Company rules to the appointed incumbent.

NEHHDC reserves the right to shortlist the candidates to be called for interview as well as reserves the right to accept or reject one or all the applications without assigning any reason thereof.

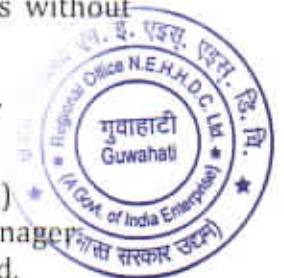
Sd/-

(T.K.Sarma)

Dy. General Manager
NEHHDC Ltd.

Ph. No: 0361-2654780

Mob No: 9954026499



1. NEHHDC Official Website.
2. NEHHDC, Corporate Office Notice Board.