



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, बामुनीमैदान, गुवाहाटी-७८१ ०२१
East Point Tower, Bamunimaidam, Guwahati-781 021

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No.HHDC/CO/P&A/19/2017-18

Dt.20/02/2018

RECRUITMENT NOTICE

The North Eastern Handicrafts and Handlooms Development Corporation Limited (NEHHDC), a Central Public Sector Enterprise under the Ministry of Development of North Eastern Region, Govt. of India is looking for young and dynamic **Merchandisers** in areas of Handicrafts and Handlooms having 2-3 years of practical experience possessing qualifications of Graduation/ Post Graduation with diploma in Visual Merchandising or equivalent qualifications purely on contractual terms for a period of one year. Interested candidates possessing the requisite experience and qualifications may apply to Managing Director, North Eastern Handicrafts and Handlooms Development Corporation Limited, 5th and 6th floor, East Point Tower, Bamunimaidam, Guwahati-21 in Standard Form of Application from 21st February'2018 to 9th March'2018 upto 3.00 PM. Remuneration payable will be negotiable. Expenses on TA/DA, boarding & lodging on tour and conveyance hiring charges etc, shall be payable as per rules.

The broad job profiles of Merchandisers would be as under:-

- i) To set up display of Handicrafts and Handlooms artefacts in the NEHHDC's Emporia/RSPOs located at Shillong, Guwahati, Kolkata, NewDelhi, Bangalore and Chennai and in special events in the country and abroad.
- ii) Undertake visit to Handicrafts and Handlooms clusters of the NEHHDC in the North Eastern Region for identification and development of marketable products through Emporia/ RSPOs/Exhibitions/Fairs/Expos/Exports etc.
- iii) To work for promotion of entrepreneurs and artisans and weavers and fairs/crafts bazaars/Expos participants of North Eastern Region associated with the handicrafts and handlooms sectors for development of export.
- iv) To provide necessary handholding support to the entrepreneurs and artisans and weavers in NER in executing the supply/business orders.

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Regd. Office : C/o Purbashree Emporium, Police Bazar, Shillong-793 001

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CIN:U36101ML1977PLC001696

- v) To help in establishing communication with buyers to enable the fair participants for confirming the orders.
- vi) To undertake fusion of existing traditional Handlooms and Handicrafts products in collaboration with entrepreneurs and artisans and weavers at the clusters to make these products acceptable in the rest of the country/abroad.
- vii) To source and procure Handicrafts and Handlooms products as per Company's procurement policy from artisans/weavers/Self Help Groups etc, from the eight North Eastern states.
- viii) To build up database of artisans/ weavers/SHG's etc, their production capacity, product range, demand and supply position and other related information as may be necessary.
- ix) To undertake registration of artisans and weavers of North Eastern Region .
- x) To supervise production and quality control of Handlooms production centre and cane furniture production unit of the NEHHDC at the CPC, Garchuk, Guwahati.
- xi) To attend Exhibitions/ Expos/Fairs/ Crafts Bazars/IITF/IHGF etc and to gather market information and to accelerate the demand of Handicrafts & Handlooms of North Eastern Region.
- xii) Any other works as may be assigned from time to time.

NEHHDC reserves the right to accept or reject one or all the applications at its discretion and also reserves the right to shortlist the applications to call or not to call for interview.



(T.K. Sarma)
Dy. General Manager
Ph.No.0361-2654780
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