

**REQUEST FOR EXPRESSION OF INTEREST (REOI)**  
**For Hiring Individuals on Contractual Positions**

REOI No.DHTE.46/2022/12

Dated, Guwahati the 12<sup>th</sup> August, 2022

In its endeavor to empower the indigenous weavers of the state and to provide financial support to the weavers' families, the Government of Assam is implementing a flagship Scheme "SWANIRBHAR NAARI" through the Directorate of Handloom & Textiles, Assam. Under the Scheme, traditional hand-woven items are to be procured directly from the indigenous weavers without involving any middlemen.

For smooth implementation of the "SwanirbharNaari" Scheme, **Directorate of Handloom & Textiles, Assam**, now intends to hire individual human resources for the following positions on contractual basis. The minimum required qualifications, experience, age and annual remuneration range for the positions in-short are given below. However, the same shall be as per the respective TOR provided in the website (www.dht.assam.gov.in) of the Department, **Directorate of Handloom & Textiles**.

Position & Nos of Posts	Minimum Educational Qualifications & Professional Experience
1. Accounts Manager (1)	<p><b>Qualification:</b> The candidate must be a Masters in Business Administration in Finance or Accounting and Financial Management as a subject from a recognized University/Institute of repute.</p> <p><b>Experience:</b> The candidate should have at least 5 years of working experience in finance and accounts related works.</p> <p><b>Remuneration:</b> The fixed consolidated remuneration shall be in the range of Rs. 6.00 to Rs 8.40 lakh per year depending on the qualifications, experience, competency, performance in the interview and also the remuneration/pay package of the last assignment.</p> <p><b>AGE:</b> The age of the candidate should not be more than 40 years on 1<sup>st</sup> January 2022.</p>
2. Management Information System (MIS) Manager (1)	<p><b>Qualification:</b> The candidate must be a B. Tech or B.E. in Information Technology/Computer Science from a recognized University/Institute of repute.</p> <p><b>Experience:</b> The candidate should have at least 5 years of working experience in related field.</p> <p><b>Remuneration:</b> The fixed consolidated remuneration shall be in the range of Rs. 4.80 to Rs 6.00 lakh per year depending on the qualifications, experience, competency, performance in the interview and also the remuneration/pay package of the last assignment.</p> <p><b>AGE:</b> The age of the candidate should not be more than 35 years on 1<sup>st</sup> January 2022.</p>
3. Accounts Assistant (2)	<p><b>Qualification:</b> The candidate must be a Bachelor of Commerce with Tally from a recognized University/Institute of repute.</p> <p><b>Experience:</b> The candidate should have at least 5 years of working experience in related field.</p> <p><b>Remuneration:</b> The fixed consolidated remuneration shall be in the range of Rs. 3.00 to Rs 4.20 lakh per year depending on the qualifications, experience, competency, performance in the interview and also the remuneration/pay package of the last assignment.</p> <p><b>AGE:</b> The age of the candidate should not be more than 30 years on 1<sup>st</sup> January 2022.</p>

**Notes: The Directorate of Handloom & Textiles reserves the right to increase or decrease the number of positions or scrap any or all of the positions.**

Potential candidates having the requisite qualification and experience may apply strictly through email as per the prescribed application format provided in the website of Directorate of Handloom & Textiles along with a cover letter. The subject line of the email should be clearly marked as '**Application for the position of ..... under SwanirbharNaari Scheme**'. The application to be sent to [dht.assam@gmail.com](mailto:dht.assam@gmail.com) and must be delivered before 22<sup>nd</sup> of August 2022. **Only the short-listed candidates will be called for interview/test.** Canvassing any form will lead to disqualification and rejection. No TA/DA will be borne by the Directorate of Handloom & Textiles for attending the interview/test.

Sd/-  
Director,  
Handloom & Textiles, Assam  
Ambari, Guwahati-1