



भारतीय बिदेश व्यापार संस्थान (कोलकाता परिसर)

INDIAN INSTITUTE OF FOREIGN TRADE (Kolkata Campus)

(Deemed to be University)

(Under Department of Commerce, Govt. of India)

1583, Madurdaha, Chowbaga Road, Kolkata- 700 107

Website: www.iift.edu

Advertisement for Engagement of Intern on contractual basis.

Indian Institute of Foreign Trade (IIFT) is a premier institute set up Government of India engaged in education, training and research in the area of international Business. The Institute intends to engage experienced personnel for the following post on contract basis for a period of one year.

Intern for Export Facilitation Cell (EFC), WBIDC (Two Posts)

Essential Educational Qualification & Experience: The candidates must have a Graduate Degree in Arts/Commerce/Science with at least 50% marks. Candidates having post-graduation qualification shall be desirable. Good command over English language (both written and spoken) as well as minimum 03 years' experience of working as an Assistant in Government/ Autonomous/ Statutory Body shall be desirable. The applicant must have day to day working functioning of office and knowledge of computer application and packages. Candidate with prior experience and Degree/ Diploma on Export-Import Management will be preferred.

The candidate would be expected to work hard and travel in India and overseas on short notice.

The candidate also required to come on Saturdays / Sundays, as and when needed. For this, the candidate will either be given compensatory off or compensated as per Institutional regulations with the approval of the concerned Head of the Division.

Tenure:

The appointment will be purely on contract basis initially for a period of one year. The tenure can be extended further depending upon performance of the candidates and requirement of the institute.

Age Limit: Between 25 to 40 years as on last date of receipt of application.

Emoluments: Rs. 35,000/- consolidated amount per month (all inclusive).

The selected candidates shall be required to join the duty immediately.

Interested Candidates having the above qualifications and experience should only apply online using the link given below **latest by 31st January 2023.**

Link: [Recruitment of Intern for Export Facilitation Cell \(EFC\), WBIDC](#)

Only Shortlisted candidates shall be informed by e-mail to appear for the test/ interview before the selection committee of Indian Institute of Foreign Trade.

In case of large number of applicants, IIFT reserves the right to short-list the applications in any manner as may be considered appropriate and no reason for rejection shall be communicated. IIFT also reserves the right to fill or not to fill the post advertised. No correspondence whatsoever will be entertained from the candidates regarding postal delays, conduct and result of interview and reason for not being called for interview.

Shri. Niloy Kumar Mukherjee
Section in Charge (Establishment Section)
Indian Institute of Foreign Trade, Kolkata Campus