



# भारतीय बिदेश व्यापार संस्थान (कोलकाता पररसर)

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

## **ADVERTISEMENT FOR ENGAGEMENT OF EXPORT FACILITATION CELL (EFC) ASSOCIATE ON CONTRACTUAL BASIS IN ARUNACHAL PRADESH.**

Indian Institute of Foreign Trade (IIFT) is a premier institute set up by 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/s on contractual basis.

### **EFC Associate in Arunachal Pradesh (One Post)**

#### **Qualification:**

The minimum qualification required to appoint the Intern is Post Graduation with at least 55% of marks. Candidates should be a Post graduate in any discipline preferably in Economics/International Business/ Management or related discipline with good academic record and should possess excellent command over written and spoken English and well- versed in handling data in computer. Experience of carrying out data collection & analysis, prior experience in handling export database/ export research and degree/ diploma on export import management will be preferred.

#### **Job Profile**

EFC Associates will be trained and placed in the respective EFCs established by IIFT in different states in collaboration with Government bodies. EFC Associates will be acting as the first point of contact of the EFC. The person will be expected to provide export counselling, collecting, sharing, or disseminating the requisite information raised by the entrepreneurs for exports of the state. The EFC Associates are also expected to contribute on research activities undertaken by the EFC.

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 be compensated as per Institutional regulations with the approval of the Head of the Division concerned.

**Preference will be given to the candidates residing in Arunachal Pradesh.**

#### **Tenure:**

The appointment will be purely on contractual basis. The tenure will be fixed & extended depending upon requirement of the Institute and also based on the performance of the candidate.

**Emoluments:** The position carries a consolidated amount of Rs. 35,000/- per month.

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

The selected candidates shall be required to join the duty immediately & posted in EFC, Arunachal Pradesh

Interested Candidates having the above qualifications and experience should only apply online through the link given below **latest by** \_\_\_\_\_.

**Link:** [Recruitment for the post of EFC Associate in Arunachal Pradesh. – Fill out form](#)

Only applications received via the above link will be considered. 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 reserves the right to increase or decrease the vacancy at any point of time during the selection process or thereafter. IIFT also reserves the right to fill or not to fill the post advertised. No correspondence whatsoever will be entertained from the candidates regarding conduct and result of test/interview and reason for not being called for same.

**Shri. Vinay Goel**  
**Assistant Registrar**  
**Indian Institute of Foreign Trade, Kolkata Campus**