

## **Terms & Conditions for appointment to Designer-Cum-Cluster In-charge term contract basis with a consolidated remuneration.**

Digital Intervention on Handloom and Handicraft Sector for Livelihood enhancement of artisans of Nagaland has been conceived by NIELIT, Kohima to address the needs of the weavers and artisans in the State of Nagaland. The initiative aims to establish a Digital enabled Common Facility Centre and enhance the State Handloom and Handicraft Sector through effective design, product and high quality differentiated products for the Indian and global market.

NIELIT, Kohima invites application to hire creative, experienced and dynamic professionals who have the spark and zeal to inject a new lease of life into the Nagaland State Handloom and Handicraft products.

1. **Name of position:** Designer Cum Cluster In-charge

### **2. Brief Scope of work**

We are looking for an energetic and creative professional who has an eye for enhancing the State Handloom and Handicraft Sectors.

- ⊕ Follow up with the team to achieve timelines and targets.
- ⊕ Supervision of prototype design.
- ⊕ Analysis of trends forecast and articulation of quality standards Value addition of existing fabrics for apparel, home accessories and hand crafted products.

3. **Essential Qualification:** The applicant should have passed Graduate/ Postgraduate in Textile/ Fashion/ Apparel Design or related disciplines from a reputed Indian/ International institute.

4. **Experience:** The candidate should be an experienced textile/fashion designer with knowledge of working with handloom textiles. At least 5 years of experience with a reputed retailer/ designer/ own design label, post-professional qualification from a reputed Indian/ International institute. Knowledge on handloom and handcrafted products is preferable.

5. **Skill required:** In-depth understanding of fabrics, designs and knowledge of the local and global market. Knowledge of hand crafted techniques/ block printing/ hand embroidery for value addition. Abreast with trend forecasts, conversant with handloom. Ability to manage artisan's Good articulation and communication skills.

6. **Maximum age limit:** Upto 40 years. Age relaxation as per govt rule for ST/SC & OBC.

7. **Consolidated remuneration:** Rs. 50,000 per month.

8. **Place of posting:** NIELIT Kohima/Dimapur.

9. **Contract Period:** Initially for a period of 1 year which may be extended based on the performance and requirement of the centre.

10. The applicant should ensure that they fulfil the eligibility in terms of qualification and experience for the post.
11. Scrutiny of the Application forms and CVs will be done to ascertain the eligibility and suitability of the applicant and only shortlisted candidates will be considered / called for further selection process/interview.
12. Name of the Applicant in application form must be the same as mentioned in the certificate of class 10<sup>th</sup>. In case the candidate has changed his name subsequent to class 10<sup>th</sup>, the evidence to this effect will be furnished by the candidate at the time of interview. Verification of documents of educational qualification, experience etc. will be done before interview.
13. Candidates are required to attach the following documents/certificates with the Application form-
  - a) Resume
  - b) Caste certificate (SC/ST/OBC), if applicable.
  - c) Matriculation/10th Class certificate showing Date of Birth.
  - d) Degree/Certificates of essential qualification which makes him/her eligible for applying for the position applied for.
  - e) Degree certificate of higher educational qualification, if any.
  - f) Requisite experience certificate(s) clearly mentioning the starting and ending dates of employment, which makes him/her eligible for applying for the post.
14. Intimation/ information shall be sent to the applicants through email.
15. NIELIT Kohima has the right to cancel the interview, accept or reject the application without assigning any reason thereof.
16. A few selected candidates, as per merit, may also be kept in panel for future requirement, however, it will not entitle them to claim the right to engagement.
17. **Mode of Interview:** Interview to the advertised position shall be held only in **Online mode through ZOOM App**. Applicants shall ensure availability of Desktop PC with Camera & speakers/Laptop/Mobile devices, network connectivity with proper bandwidth. **Request to conduct interview other than Online mode shall not be entertained and such request shall be summarily rejected. NIELIT Kohima shall not be responsible for any disconnection during the interview or the candidate unable to join the Online Interview.**
18. Applicants can register at <http://nielit.gov.in/kohima/recruitments> **on or before 20 sept 2021, 1:00 PM**. Applicants are required to go through the Eligibility criteria carefully and ascertain themselves regarding their eligibility. Date of Interview along with the meeting link will be intimated through email/SMS only to the eligible Candidates. **Candidates will be required**

**to appear in an Online Interview using ZOOM app. Candidates are required to download the apps and shall be ready to attend the interview as per the time slot given.**

19. Applicants are advised to visit the website of NIELIT Kohima <http://nielit.gov.in/kohima/recruitments> for any updates. No separate communication shall be made in any other form.
20. Canvassing/trying to influence NIELIT employees to secure the job in any manner shall disqualify the candidate.
21. For any query: Contact 09856071961 / **9436215243** from 9:30 Am to 4:00 PM