



भारतीय बिदेश व्यापार संस्थान (कोलकाता परिसर)
INDIAN INSTITUTE OF FOREIGN TRADE (Kolkata Campus)
(Deemed to be University)
(Under Department of Commerce & Industry, Govt. of India)
1583, Madurdaha, Chowbaga Road, Kolkata- 700 107
Website: www.iift.edu

Advertisement for Engagement of Intern on Contractual Basis for Export Assistance Cell in Guwahati.

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 on contractual basis.

Intern for Export Assistance Cell in Guwahati (One Post)

Essential Qualification & Experience:

- Post-Graduation Degree with at least 55% of marks, preferably in Economics/International Business/ Management or related discipline with good academic record
- Knowledge of MS – Office and other computer-related tasks
- Written and Communication Skills (in English) of high calibre.

Desirable/Preferable Qualifications & Experience:

- Candidates having Degree/Diploma in Export-Import management
- At least 02 years' of prior relevant experience
- Experience of carrying out data collection, analysis & operating trade database.
- Preference will be given to candidates having experience in Government organizations.
- Preference will be given to the candidates residing in Guwahati, Assam

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 concerned Head of the Division.

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 candidate shall be required to join the duty immediately & posted in EAC, Guwahati

Interested Candidates having the above qualifications and experience should only apply online through the link given below **latest by 08th March, 2024.**

Link: [Click here to apply online](#)

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