



Eastern Region Marketing Cooperative Society (EARMACS)

1. About EARMACS

1.1. The Eastern Region Marketing Cooperative Society (EARMACS) Ltd is an autonomous Community-Based Organization (CBO) officially registered under the Meghalaya Cooperative Societies Act, 2015, on December 21, 2022. Operating through 62 Integrated Village Societies across the districts of Khasi, Jaintia, and Ri-Bhoi, EARMACS is committed to empowering farmers by creating equitable opportunities and fostering sustainable livelihoods. Our mission is to organize, promote, and facilitate the marketing of agricultural produce, both within the state and beyond, ensuring that the hard work and dedication of our farmers receive the recognition and value they deserve.

2. Management Consultant Positions

2.1. EARMACS is pleased to announce the opening of two Management Consultant positions on a contractual basis for a period of 1 year. These roles are ideal for experienced professionals who are passionate about driving impactful projects in the marketing and development sectors.

3. Position Details

3.1. Post Name: Management Consultant

3.2. Number of Posts: 2

3.3. Location: Meghalaya, Shillong

4. Essential Qualifications

4.1. Educational Qualification:

- Graduate: A Bachelor's degree in any discipline with a minimum of 7 years of relevant experience.

- Postgraduate: A Master's degree in any discipline with a minimum of 5 years of relevant experience.

4.2. Skills and Experience:

- Proven experience in project management, consultancy, or related fields.
- Strong analytical skills with the ability to interpret complex data.
- Proficiency in project management tools and software.

- Excellent communication and interpersonal skills.
- Ability to work independently as well as part of a team.
- Knowledge of the local language and culture is an added advantage.

5. Job Roles and Responsibilities

5.1. Project Management: Lead and manage key projects from initiation to completion, ensuring all objectives are met within the given timelines and budget.

5.2. Consultancy Services: Provide expert advice and strategic guidance to clients on marketing strategies, project implementation, and overall business development.

5.3. Data Analysis: Analyze complex data sets to derive actionable insights and make data-driven recommendations to improve project outcomes.

5.4. Stakeholder Engagement: Work closely with various stakeholders, including government agencies, local communities, and private sector partners, to ensure successful project implementation and sustainability.

5.5. Reporting: Prepare detailed reports and presentations on project progress, challenges, and outcomes for internal and external stakeholders.

5.6. Capacity Building: Conduct training sessions and workshops for team members and stakeholders to enhance their skills in project management and marketing strategies.

5.7. Monitoring and Evaluation: Develop and implement monitoring and evaluation frameworks to track project progress, measure impact, and ensure accountability.

Note: The roles outlined above are tentative and may be adjusted based on organizational needs and project demands.

6. Salary & Benefits

6.1. Monthly Salary: ₹35,000/-

6.2. Bonuses: Performance-based bonuses will be awarded based on the achievement of key performance indicators (KPIs).

6.3. Contract Duration: 1 year, with the possibility of renewal based on performance and organizational needs.

7. Application Process

7.1. Interested candidates are required to obtain the application form from the official website of EARMACS.

7.2. Duly filled application forms, along with the relevant documents, must be submitted online via email to hr@earmacs.com with the subject line "Application for Management Consultant Position".

7.3. Assignment: Write a brief note on any DPR (Detailed Project Report) that you had created in your previous work. (kindly attach the DPR with this application form, interview round will be based on the DPR you submit) (**Note: You cannot leave this field blank, leaving this field blank will lead to rejection of your application**).

8. Documents Required

- Updated Resume/CV
- Educational Certificates (scanned copies)
- Experience Certificates (scanned copies)
- Proof of Identity (Aadhar Card, Voter ID, or Passport)

9. Closing Date for Application

9.1. The deadline for submitting applications is **6th September 2024, 5:00 PM IST**.

For more information and updates, please visit our official website or contact us via email hr@earmacs.com