

**“WE STRIVE TO HAVE A WORKFORCE WHICH REFLECTS GENDER BALANCE AND WOMEN CANDIDATES ARE ENCOURAGED TO APPLY”**

**RECRUITMENT FOR VARIOUS POST  
EMPLOYMENT NOTICE NO. 01/2017.**

**Eligibility Criterion:**

It will depend upon the post you want to apply for, please read the details carefully.

**Selection process:**

The selection methodology will comprise only of Personal Interview. The selection process would judge different facets of knowledge, skills, experience, expertise, aptitude and mental fitness. The candidates will be shortlisted for interview, based on their eligibility/ experience in the relevant field, subject to availability of suitable candidates.

**No reimbursement on account of travel shall be made to the candidates appearing for the INTERVIEW.**

**How to apply:**

Eligible and interested candidates may apply as per the application format on [aahc.org.in](http://aahc.org.in), All relevant documents should be attached with the application.

**Schedule of Selection Process:**

1. The complete filled in application form should reach us online by 02/09/2017.
2. Names of shortlisted candidates will tentatively be put up on our website on 03/10/2017 (6 pm). The shortlisted candidates will have to appear for interview on the scheduled dates and time with all original documents /testimonials and experience certificates as applicable. The interview will tentatively start from first week of November, at different locations in your state. A separate communications by message and mail will be sent to the candidates individually. The candidates are required to go through the instructions for interview displayed on our website and appear for the interview accordingly along with original copies of testimonials. The candidates should be in constant touch with AAHC website [www.aahc.org.in](http://www.aahc.org.in) for updated information.
3. The names of the candidates, who qualify the selection process, will be uploaded in our website tentatively by 29/11/2017 (6pm).
4. The detailed form to be filled up is at [www.aahc.org.in](http://www.aahc.org.in). The candidates shall submit the filled in format and all the relevant documents and testimonials.
5. Incomplete Applications or applications received after the due date will be summarily rejected. AAHC is not responsible for Loss/delay.
6. AAHC is not responsible for any printing error that might have inadvertently crept in. In case a candidate is already employed in a Govt. / PSU organization, the NOC for attending the interview from the present employer will be required at the time of interview.

**The eligible and willing candidates who fulfill the above mentioned eligibility criteria may apply along with their detailed particulars online at [www.aahc.org.in](http://www.aahc.org.in) by 15/07/2017, positively.**

**Documents required to apply on [www.aahc.org.in](http://www.aahc.org.in):-**

- 1. Scanned Copy of passport size photo**
- 2. Scanned Signature**
- 3. Scanned copy of Aadhar Card or Aadhar No**
- 4. Scanned Copy of 10<sup>th</sup>, 12<sup>th</sup> and highest Qualification Marksheets**
- 5. Scanned Copy of Challan Submitted at bank (applicant copy)**

## DISTRICT OFFICER (data collection) 1182 Posts

State	Districts	Total Posts
Bihar	38	228
Madhya Pradesh	51	306
Rajasthan	33	198
Uttar Pradesh	75	450

### Job Description:

The right candidate will be a flexible team player with an ability to learn new processes. The key to the role will be attention to detail, ability to interact with farmers and retailers in there region, good organizational skills with the ability to prioritize and meet deadlines.

### Key responsibilities and accountabilities:

1. Visiting farmers in the assigned territory
2. Required to interact with multiple internal/external stakeholders on a daily basis
3. Required to generate, maintain, consolidate and track various reports
4. Ability to work/stretch long hours during critical assignments
5. Ability to Interact with Farmers and retailers in their assigned territory
6. Updating various informative Dashboards on daily and weekly basis
7. Emailing Reconciled MIS Reports to their regional MIS

### Minimum Skills

1. Local area knowledge and knowledge of local language is required
2. Fresher can also apply
3. Minimum 12 th pass, Candidates pursuing graduation can also apply

### Salary Structure

1. Initially contract period of 6 months depending upon performance will be promoted to on-rolls.
2. 10000/- Fix + TA + DA on contract period
3. On successful completion of contract pay scale of Rs. 18600 – 24900 + TA + DA + Annual Bonus

## MIS OFFICER (197 Posts)

State	Districts	Total Posts
Bihar	38	38
Madhya Pradesh	51	51
Rajasthan	33	33
Uttar Pradesh	75	75

### Job Description:

The right candidate will be a flexible team player with an ability to learn new processes. The key to the role will be attention to detail, ability to present data to deliver focused MIS, good organizational skills with the ability to prioritize and meet deadlines.

### Key responsibilities and accountabilities:

1. Generate MIS reports for the CRM team and track activities in a timely and accurate manner
2. Required to interact with multiple internal/external stakeholders on a daily/weekly/monthly basis
3. Required to generate, maintain, consolidate and track various reports
4. Ability to work/stretch long hours during critical assignments
5. Candidate should possess knowledge of MS-Excel
6. Handling the data collection report
7. Updating various informative Dashboards on daily and weekly basis
8. Emailing Reconciled MIS Reports
9. Generating & Preparing Daily, Weekly, Monthly MIS Reports

### Minimum Skills

1. knowledge of Excel is required and preferable MS Access
2. Fresher can also apply preferred 1 yr of work Experience
3. Candidates pursuing graduation can also apply preferred graduates.

### Salary Structure

1. Initially contract period of 6 months depending upon performance will be promoted to on-rolls.
2. 10000/- Fix + DA on contract period
3. On successful completion of contract pay scale of Rs. 18600 – 24900 + DA + Annual Bonus

## DISTRICT MANAGER 197 Posts

State	Districts	Total Posts
Bihar	38	38
Madhya Pradesh	51	51
Rajasthan	33	33
Uttar Pradesh	75	75

### Job Description:

The right candidate will be a flexible team player with an ability to learn new processes. The key to the role will be attention to detail, team management skills, ability to interact with farmers and retailers in their region, good organizational skills with the ability to prioritize and meet deadlines.

### Key responsibilities and accountabilities:

1. Visiting farmers in the assigned territory with district officers
2. Required to interact with multiple internal/external stakeholders on a daily basis
3. Required to generate, maintain, consolidate and track various reports
4. Ability to work/stretch long hours during critical assignments
5. Ability to Interact with Farmers and retailers in their assigned territory with district officers
6. Updating various informative Dashboards on daily and weekly basis
7. Emailing Reconciled MIS Reports to their regional MIS
8. Ability to manage team in the given territory
9. Coordinating with district officer and MIS Officer for timely delivery of data sheet

### Minimum Skills

1. Local area knowledge and knowledge of local language is required
2. Candidate preferably for Call Center background
3. Minimum graduate with 1 year of team management experience

### Salary Structure

1. Initially contract period of 6 months depending upon performance will be promoted to on-rolls.
2. 20000/- Fix + TA + DA on contract period
3. On successful completion of contract pay scale of Rs. 26900 – 34700 + TA + DA + Annual Bonus

## AREA MANAGER 20 Posts

State	Districts	Total Posts
Bihar	38	4
Madhya Pradesh	51	5
Rajasthan	33	3
Uttar Pradesh	75	8

### Job Description:

We are looking for a competitive and trustworthy **Area Manager** to help us build our business activities. He/she will be responsible for Discovering and pursuing new prospects, Lead generation by team, Identifying new business opportunities, Developing relationships with Internal and external stake holders, & Designing and implementing strategy to achieve companies objectives

### Key responsibilities and accountabilities:

1. Visiting farmers in the assigned territory with district officers/ District Managers will require 10-15 days travel in a month
2. Required to interact with multiple internal/external stakeholders on a daily basis
3. Required to generate, maintain, consolidate and track various reports
4. Ability to work/stretch long hours during critical assignments
5. Ability to Interact with Internal/external Stake Holders
6. Updating various informative Dashboards on daily and weekly basis
7. Emailing Reconciled MIS Reports to their regional MIS
8. Ability to manage team in the given area
9. Coordinating with district officer/ district managers and MIS Officer for timely delivery of data sheet

### Minimum Skills

1. Local area knowledge and knowledge of local language is required
2. Candidate preferably for Call Center background
3. Minimum graduate with 3 years of team management experience

### Salary Structure

1. Pay scale of Rs. 46900 – 67700 + TA + DA + Annual bonus

## STATE HEAD 4 Posts

State	Districts	Total Posts
Bihar	38	1
Madhya Pradesh	51	1
Rajasthan	33	1
Uttar Pradesh	75	1

### Job Description:

The right candidate will be a flexible team player with an ability to learn new processes. The key to the role will be attention to detail, team management skills, ability to interact with farmers and retailers in their region, good organizational skills with the ability to prioritize and meet deadlines.

### Key responsibilities and accountabilities:

- Meet and exceed goals by growing revenues from existing and new accounts
- Be a consultative and strategic partner for business growth.
- Secure strategic level relationships with client contacts within the account list or market.
- Regularly secure client meetings to further objectives with client contacts.
- Expert level understanding capabilities and the value proposition for partners.
- Find areas within the account where can offer consultative upsell opportunities.
- Be a team player with a keen understanding for internal cross-functional & international communication/collaboration across multiple operational teams
- Attend appropriate industry events, conferences to effectively network and grow your industry knowledge.
- Accurate and timely communication to manager of all relevant information regarding revenue.

### Minimum Skills

- Exceptional communication, presentation skills and relationship building skills
- Self-motivated, self-starter, self-sufficient individual who is a proven aggressive seller
- Ability to aggressively manage the successful execution of a sales strategy
- Excellent negotiation skills
- Ability to work independently and in collaboratively in a team environment
- Track record demonstrating resilience and persistence
- Excellent knowledge of industry trends, technologies, and pricing models
- Strong ability to collaborate and coordinate
- Ability to travel as needed
- Professional maturity, integrity, discipline and a positive attitude.
- Minimum Graduate with at least 5 years of team handling experience

### Salary Structure

1. Pay scale of Rs. 79800 – 107600 + TA + DA + Annual Bonus