



Letter No... 187/Gen.../NCOH, Noorsarai

Date- 15/07/2026

Notice

The Department of Industries, Government of Bihar wishes to conduct **placement drive for Post of MSME-Mitra** on a contractual basis under the World Bank supported scheme known as "Raising and Accelerating MSME Performance". Students who have completed their B.Sc. (Horticulture) degree from Bihar Agricultural University, Sabour, and belong to the last two consecutive pass-out batches are eligible to participate in this campus placement drive.

Total No. of post-19

Category wise distribution (Bihar Reservation Policy & Act)

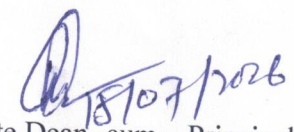
UR		EWS		EBC		OBC		ST		SC		Total = 19	
Male	Female	M	F	M	F	M	F	M	F	M	F	Male	Female
05	03	01	01	01	02	01	01	00	00	02	01	10	09

Remuneration – INR 25,000/-per month (inclusive TA/DA)

Interested eligible students from the B.Sc. (Horticulture) programme of BAU, Sabour are requested to submit their applications in the prescribed MS Excel proforma (attached). The completed application should be submitted to the Officer-in-Charge, Placement Cell, NCOH, Noorsarai.

- Last date for submission of application: **30.07.2026**
- Date of interview will be informed separately
- The detailed job description is attached for your reference.


O/I Placement Cell
NCOH, Noorsarai


Associate Dean -cum – Principal
NCOH, Noorsarai

Copy to

1. Notice Board ,NCOH, Noorsarai,Nalanda
2. Notice Board (Boy's & Girl's Hostel), NCOH, Noorsarai
3. O/I Placement Cell, BAU Sabour
4. Director Students' Welfare BAU Sabour for kind information
5. Dean (Ag) BAU Sabour for kind information
6. DRI-cum Dean PGS, BAU Sabour for kind information
7. Registrar BAU Sabour for kind information
8. Director Administration, BAU Sabour for kind information
9. PRO BAU Sabour for kind information
10. Officer Incharge Vigilance, BAU Sabour for kind information
11. PS to Vice Chancellor for kind information to the Hon'ble Vice Chancellor, BAU

Job Description
MSME Mitra

Job Location: Bihar

Roles and Responsibilities

- Survey of MSMEs, conducting gap analysis in Raw material, labour, market, credit, skills and report preparation.
- On boarding of informal MSMEs in Udyam Platform.
- ZED, LEAN Certification of MSMEs
- Onboarding of MSMEs on GeM, ONDC, e-Commerce platform for providing market access.
- Handholding support to MSMEs in Online dispute resolution.
- Guide MSMEs on the process of availing various government benefits and incentives.
- Coordination with DIC, ZRP, DRP in the District.
- Coordination in organizing training/Workshop and any other programme of Department of Industries.
- MSME Mitra may be required to work additional hours or travel as needed.
- MSME Mitra should be passionate about supporting the growth and development of MSMEs.
- Submission of Daily/monthly report as per prescribed format provided by the department.
- Any other task assigned by RAMP SPIU and Department of Industries.

Minimum Eligibility Criteria

- Graduate/Post Graduate/PGDMA/BBA/MBA in Marketing/Rural Marketing /B.Tech Plastic/Food Technology/Horticulture/Design/Garment/Textile Technology/Footwear Design and Production/Handicraft.
- In Handicraft, the preference will be given to Candidates who has acquired any 06 month training certificate in Handicraft after Graduation in any stream.
- Excellent communication, interpersonal & organizational skills.
- Should have proficient knowledge of Computer Application (MS Tools)

Remuneration

- INR 25000/- per month (Inclusive TA/DA)

Reporting

- The MSME Mitra will report to GM-DIC and Officials of RAMP-SPIU and any other decided by Department of Industries.

Terms and Conditions

- The contract period will be for 1 year, renewable annually based on satisfactory performance till the end of the scheme.
- All the proposed posts are full time positions and non-practicing in nature.

