



UDYOG MITRA
Department of Industries, Govt of Bihar
Indira Bhawan, 1st Floor, RCS Path, Patna-800001
Email. udyogmitrabihar@yahoo.co.in, Website- udyogmitrabihar.in

Recruitment Notice- 03/UM/2023

Udyog Mitra, Patna requires **Senior Consultant, Consultant and Junior Consultant** for Investment Promotional activities in **Patna** on contract based through open market. Period of Contract is 3 years, extended annually based on performance.

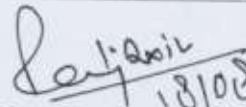
Number of Position –3 (Three). Only 1 position each from Senior Consultant, Consultant & Junior Consultant position shall be filled.

Sl	Name of the Post	Emoluments (Rs. in Lakh)	Education	Place of Posting	Experience
1	Senior Consultant Investment Promotion	1.50 – 2.00	Graduation in any stream with MBA or Graduation degree in engineering	Patna	Minimum 8 years of total experience with 4 years in Investment Promotion
2	Consultant Investment Promotion	1.00 – 1.50			Minimum 6 years of total experience with 3 years in Investment Promotion
3	Junior Consultant Investment Promotion	0.75 – 1.00			Minimum 4 years of total experience with 2 years in Investment Promotion

Age Limit: 45 Years for Senior Consultant/Consultant and 40 years for Junior Consultant as on **31.07.2023**.

The Application will start from **22.08.2023** 10:00 am & will be active till 6:00 pm of **07.09.2023**.

Eligible candidates can apply on the link provided at website of Department of Industries, Govt. of Bihar <https://state.bihar.gov.in/industries/citizenHome.html>. Selection of candidate will be based on personal interview. No TA / DA will be provided for attending the interview. Udyog Mitra reserves the right to reject any application for any of the post without assigning any reason and the decision of Director of Industries, Govt. of Bihar will be final. Any dispute shall be subject of Patna jurisdiction.


Director of Industries
Government of Bihar, Patna



Government of Bihar
Udyog Mitra, Department of Industries, Govt of Bihar
Indira Bhawan, Patna, Bihar

Udyog Mitra, part of Department of Industries, Government of Bihar, disseminates relevant information to the investor pertaining to investment profiles for different industries and the various clearances required at the business entry stage. Established under the Societies Act 21, 1860, it provides secretarial support to Industries department with respect to Investment Promotion and Investor Facilitation. The broad objective of the assignment is to promote Bihar state as a preferred investment destination in the country by developing a robust investment promotion strategy, programme and action plan.

Mode of Recruitment - Contract Based through Open Market

Period of Contract - 3 years extended annually based on performance

Number of Position - 3 (Three).

Location - Patna

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3	Junior Consultant Investment Promotion	0.75 - 1.00			Minimum 4 years of total experience with 2 years in Investment Promotion

Position wise ToRs

Position Name - Senior Consultant, Investment Promotion

Remuneration - Rs 1.50 - 2.00 Lakh per month

Eligibility -

1. Educational qualification - Graduation in any stream with MBA or Graduation degree in Engineering
2. Experience- Minimum 8 years of total experience with 4 years in Investment Promotion

Essential Skill Sets -

1. Excellent communication (oral and written) skills in English and Hindi.
2. Robust Knowledge of MS office (Excel, Power Point, Word)
3. Virtual Meeting Apps and Time / Calendar Management
4. Excellent Networking / Collaboration and Interpersonal Skill

Desired Skill Set/ Experience -

1. Master's / Management degree from a premier institution
2. Knowledge of sector specific Investment strategy
3. Experience in Consulting/ Investment Banking/ Multilateral Institutions/ Public Policy
4. Any International Degree / International network

Roles and Responsibilities -

- Define strategies to enhance investment attractiveness of Bihar.
- Analysis of investment promotion strategies followed by other states and suggesting the best practices.
- Design and develop an investment promotion strategy/program and action plan for occasions.

- Create a sector and company focused contact strategy and action plan to reach the targeted investors and to promote Bihar as an Investment destination.
- Define Strategies and follow up mechanism to attract investors from India and specific countries for designated investment regions in Bihar, for focus sectors in the State.
- Coordinate and plan B2G Meeting during events in which Industry department decides to participate in India and abroad.
- Prepare a roadmap for undertaking investment facilitation and promotion activities.
- Prepare investor after-care strategy for investor follow -up and monitoring investment realization.
- Design and develop the investment promotion strategy/program and action plan for Bihar
- Preparation of export strategy of Bihar covering sectoral potential of state and district level product and services
- Produce a slide presentation for potential investors highlighting sectoral, demographic and geographic strengths and opportunities in a context that is readily understandable for potential investors to promote Bihar as a business location
- Sourcing of potential JV partners and facilitation of joint venture under Joint Venture policy of Bihar Government.

Position Name – Consultant, Investment Promotion

Remuneration –Rs 1.00 – 1.50 Lakh per month

Eligibility –

1. Educational qualification – Graduation in any stream with MBA or Graduation degree in Engineering
2. Experience- Minimum 6 years of total experience with 3 years in Investment Promotion

Essential Skill Sets –

1. Excellent communication (oral and written) skills in English and Hindi.
2. Robust Knowledge of MS office (Excel, Power Point, Word)
3. Virtual Meeting Apps and Time / Calendar Management
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- Sourcing of potential JV partners and facilitation of joint venture under Joint Venture policy of Bihar Government.

Position Name – Junior Consultant, Investment Promotion

Remuneration – Rs 0.75 – 1.00 Lakh per month

Eligibility –

1. Educational qualification – Graduation in any stream with MBA or Graduation degree in Engineering
2. Experience- Minimum 4 years of total experience with 2 years in Investment Promotion

Essential Skill Sets –

1. Excellent communication (oral and written) skills in English and Hindi.
2. Robust Knowledge of MS office (Excel, PowerPoint, Word)
3. Virtual Meeting Apps and Time/ Calendar Management
4. Excellent Networking/ Collaboration and Interpersonal Skill

Desired Skill Set/ Experience –

1. Master's / Management degree from a premier institution
2. Knowledge of sector specific Investment strategy
3. Experience in Consulting / Investment Banking/ Multilateral Institutions / Public Policy
4. Any International Degree / International network

Roles and Responsibilities –

- Conduct research on a continual basis to identify potential target companies who are looking to invest and expand in the region and who should be targeted to promote Bihar.
- Leverage country-based desks / trade agencies for direct focus on investors to facilitate investment; Assist the state to participate in multi-lateral forums, trade fairs and conferences; collaborate with global embassies, chambers of commerce and business councils.
- Support Industry department in facilitating dialogues with Investors, including handholding of high value Investors from contact to conversion.
- Arrange one-to-one meetings with big corporate houses at both national and international level. Arrange at least 30-40 one-to-one meetings with companies relevant for the state's high priority sectors.
- Ensuring presence of serious investors with specific projects at different platforms.
- Provide a database of potential investors from India and abroad and carry out a contact program to reach out to them.
- Identify and assess the implementation issues for the projects and organize one -to-one meeting with the investors and govt. officials to resolve the same.
- Assist in drafting the MoU / Investment Intention document / Strategic Partnership document for corporate keen on forging a formal partnership with the State Government.

- Coordinating with existing mechanism on Single Window Clearance System to ensure Investment Tracking for monitoring cases from lead generation to commercial production stages.
- Assist in managing the Investment tracking system: Synchronize investment data across various departments with the help of the existing system developer
- Monitoring of Projects through online Project Monitoring System Portal and co- ordination activities with other departments wherever necessary
- Assistance in addressing the investor's grievances received through helpline / Call centre, grievance redressal system and relationship managers.

General Instructions-

The contract period will be for 3 years, renewable annually based on satisfactory performance.

1. This will be a consolidated pay. The emoluments will be finalized depending upon the experience. Annual increment will be up to 7% based on satisfactory performance.
2. All the proposed posts are full time positions and non-practicing in nature.
3. Maximum age limit will be 45 years for Sr. Consultants / Consultant and 40 years for Junior Consultants on **31.07.2023**.
4. The application will start from **22.08.2023** 10:00 am and will be active till 06:00 pm of **07.09.2023**. Incomplete applications or applications without the supporting documents or applications received after the last date will be rejected & no communication will be made / entertained in this regard.
5. Candidates will need to produce proof of the details furnished in their applications as and when required.
6. Department of Industries, Government of Bihar reserves the right to cancel this recruitment process fully or partially at any stage of the process.
7. Candidate can apply on the link provided at website of Department of Industries <https://state.bihar.gov.in/industries/CitizenHome.html>. and upload the relevant documents. Online applications completed fully will be considered only.



Director of Industries
Government of Bihar, Patna