

**Employment Notice No. IWAI/VNS/A&E (88)/RECTT-Consultant/2025**

**Engagement of (01) one no. Consultant (Business Development) for Regional Office, Varanasi on Purely Contractual Basis, for a period of (02) two years, likely to be extendable yearly based on satisfactory performance.**

The Inland Waterways Authority of India is an autonomous body constituted by an Act of Parliament. The Inland Waterways Authority of India Act, 1985 (No.82 of 1985), under Ministry of Ports, Shipping and Waterways, Government of India, for regulation, development & maintenance of National Waterways.

2. The Inland Waterways Authority of India (IWAI), Regional Office, Varanasi is looking for (01) one highly motivated and experienced Business Development Consultant to join our organization. This position will play a crucial role in proactively promoting cargo/ cruise on NWs as well as mapping of cargo/Cruise movement at regional office level.

Position Name	Requisite eligibility criteria and experience, responsibilities and remuneration.
<p><b>Consultant (Business Development) 01 no.</b></p>	<p><b>Essential Qualification:</b> A Master of Business Administration (MBA) degree from a recognized university is a mandatory qualification. Strong Analytical, Communication and stakeholder engagement skills required.</p> <p><b>Work Experience:</b> Applicant should have 10-15 years of relevant experience, with a strong preference for 7-10 years specifically within the maritime or logistics sector.</p> <p><b>Age:-</b> Maximum age 55 years as on the closing date of receipt of application</p> <p><b>Remuneration:</b> A consolidated remuneration of Rs. 1,03,600/- per month (Rs. 100,000 as consolidated fee + Rs. 3,600 towards transport allowance) will be offered, subject to statutory deductions and applicable taxes.</p> <p><b>Responsibilities:</b></p> <ol style="list-style-type: none"> <li>1. A dedicated unit is essential to unlock the potential of inland water transport (IWT).</li> <li>2. Key functions include market research, raising awareness of IWT benefits, data collection etc.</li> <li>3. To identify the investment opportunities and develop innovation business models for integrated logistics.</li> </ol> <p style="text-align: center;"><b>AND</b></p> <p>Key duties include</p> <ol style="list-style-type: none"> <li>i) Conduct market analysis</li> <li>ii) Client engagement</li> <li>iii) Advocate pricing and policy reform</li> <li>iv) Explore new Markets</li> <li>v) Promoting IWT awareness</li> <li>vi) Execute pilot projects.</li> <li>vii) Collection of data</li> </ol>

3. The closing/ last date for receipt of application is **21 days** from the date of advertisement. Eligible candidates may apply with application in prescribed proforma, to be addressed to the Director (I/c), IWAI RO Varanasi, Multi Modal (Terminal) (Port), Ralhupur, Ramnagar, Varanasi (U.P.), Pin- 221008, through Registered Post/ Speed Post only.

4. The applicant must enclose the self-attested copies of Certificates, testimonials in support of the eligibility criteria as stipulated in the advertisement, failing which, the candidature shall be treated as non-eligible. The decision of the Authority as regards to the eligibility of a candidate or otherwise shall be final and no correspondence in this regard will be entertained.

## GENERAL TERMS & CONDITIONS

The engagement on purely contractual basis in IWAI shall be regulated as per the following guidelines

- i) Individuals (Non-Government / Private / Multinational / Consultancy Firms) or from Govt. / Autonomous Bodies with requisite qualifications and experience as prescribed would be eligible for being engaged as Consultant (Business Development).
- ii) The engagement would be for a fixed period for providing high quality services to IWAI as per offer of Agreement/Letter of engagement.
- iii) The engagement would be on full time basis, unless specified, and they would not be permitted to take up any other assignment during the period of engagement with IWAI.
- iv) Working hours would be from 10:00 AM to 05:30 PM at IWAI, Regional Office Varanasi (06 days of the week and Second Saturday weekly off) during the working days including half hour lunch break in between.
- v) The Consultant (Business Development) engaged on full-time basis will be required to attend office on all working days and also on holidays, if required.

### Confidentiality:

- i) Consultants must not disclose any information related to IWAI or the Project to any third party without the Competent Authority's approval. This includes operational processes, technical know-how, security arrangements, administrative/organizational matters and classified data. Any unauthorized disclosure will be considered a violation of the Official Secrets Act,1923, leading to termination of engagement and potential further action.
- ii) The Consultant (Business Development) shall be responsible and accountable for the services rendered/ advice given by him since such advice/ service is the result of contractual relations between the consultant and the employer.
- iii) The Consultant (Business Development) may avoid any conflict of interest while discharging contractual obligation and bring, before hand, any possible instance of conflict of interest to IWAI. Further, the Consultant is also expected to undertake an assignment only in the areas of its expertise and where it has capability to deliver efficient and effective advice/ service.

Sd/-  
**DIRECTOR**

**PROFORMA**

APPLICATION FOR THE POSITION OF

: **CONSULTANT (BUSINESS DEVELOPMENT)**

Paste Recent  
Self-Attested  
Passport Size  
Photograph

1. Name in full (in Block Letter) :
2. Father's/Husband's Name :
3. Address for Communication :  
(With Pin Code, Telephone number & Email ID) :
4. Permanent Address :
5. (a) Date of birth (in Christian era) :  
(b) Age as on closing date of application :
6. Nationality :
7. Whether working in any Central/ State/UT/ Autonomous body/ PSU/Port Organization/ Semi Govt.
8. Education/Professional Qualification (Starting from Matriculation or Equivalent onwards, self attested certificate must be enclosed with the application):

Sl. No.	Examination Passed	Year	Name of Board / University	Class/Division	% Percentage of Marks	Main Subject

9. Experience(including present employment, self attested certificate must be enclosed with this application)

SL No.	Name of Employer	Designation of The post held And nature of appointment	Pay Scale/ Salary	Date of Joining	Date of Leaving Reason for Leaving	Nature of Duties Performed

10. Language Known :

11. Any other Information such as experience, training, publication etc. in support of suitability for the post:

**UNDERTAKING**

I hereby solemnly declare that the information given above is true and correct to the best of my knowledge and behalf. I have carefully gone through the vacancy / advertisement and I am well aware that the Curriculum vitae duly supported by document submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

**Signature of Candidate**

Date.....

Place.....