



**OFFICE OF THE MANAGING DIRECTOR
ASSAM STATE TRANSPORT CORPORATION,
Paltanbazar, Guwahati-781008**

Ph.0361-2739552
Fax 0361-2730726
Web.astc.assam.gov.in
E-mail: astc2009@gmail.com

ORDER

Dated, Guwahati the 5th June, 2021.

Subject to termination of contract of engagement without notice or assigning any reason thereof, the following 2 (Two) nos. of successful candidates appeared on the interview held on virtual platform on dated 04-06-2021 is hereby engaged as Management Executive on contract basis with a fixed monthly remuneration of Rs.30,000.00 (Rupees Thirty Thousand) only and posted at ASTC Head Office under the establishment of the undersigned and attached to the Chief Commercial Manager, ASTC Guwahati.

Name & Address of the candidates

1. **Milan Das,**
S/O:- Bipin Das,
Vill:- Garal, (Dasshin Mirzapur), Guwahati,
P.O:- Bhattapara, P.S:- Azara, Kamrup (M), Assam, Pin:- 781017.
2. **Asha Kumari,**
D/O:- Bulan Kumari,
Qtr. No. 105/A, East Gosala, Maligaon,
Guwahati-781011, Assam.


They are entrusted with the following duties and responsibilities.

1. Collaborate with various department/PSU/ Business organization to improve the new business.
2. Close monitoring of ongoing projects.
3. Strategic planning for overall growth.
4. They may also create policies, operations strategies & aligned with SAP system with corporate goals.
5. Recreate a website that attracts more customers or integrate with SAP system.
6. Implementing ASTC goal with more hands on approach and they will deal directly with the entire workplace.
7. They are also responsible for managing financial report of Business accurately and on time.
8. They are also responsible to facilitating growth and increasing new business and promote ASTC Brand awareness and provide competitive advantage.
9. They will monitor & ensure the success and profitability.
10. Analyzing to reduce business costs and increase profit & conducting market research to identify new business opportunities.

The incumbents concerned are directed to submit their joining report to the undersigned within 7 (Seven) days time from the date of issue of this order, failing which the order will be treated as cancelled.

Further, this engagement is purely temporary in nature and any claim for regularization for the above post will not be entertained in future.

This order shall come into force with immediate effect.


(A.P.TIWARI, IPS)
Managing Director,
A.S.T. Corporation, Guwahati.
Dt. 5th June, 2021.

Memo No. ASTC/HO/Adv.Op/MBA/1692/17/1053

Copy to:-

1. Office Order Book.
2. The Chief Accounts Officer, ASTC Guwahati.
3. The Chief Commercial Manager, ASTC Guwahati.
4. The Sr. Accounts Officer (Esstt.), ASTC Guwahati.
5. From Sl No. 1 to 2 of the above.
6. Office Copy.

(A.P.TIWARI, IPS)
Managing Director,
A.S.T. Corporation, Guwahati.