



## MINISTRY OF AGRICULTURE & FARMERS WELFARE

Government of India, Deptt. of Agri., Cooperation & Farmers Welfare

**In order to implement the Central Sector Scheme "MISSION ORGANIC VALUE CHAIN DEVELOPMENT FOR NORTH EASTERN REGION"** of the Ministry of Agriculture & Farmers Welfare, Govt. of India, it is proposed to hire the services of following positions purely on contractual basis initially for a period of one year or earlier subject to satisfactory performance: The interested candidates may appear in the **Walk-in-interview** alongwith their CV and testimonials alongwith attested copy of testimonials on 25.06.2016 (Saturday) for the posts mentioned from serial No. (i) to (v) and on 27.06.2016 (Monday) for the posts mentioned from serial No. (vi) to (ix) at 10.00 AM at Conference Room, National Seeds Corporation Limited, Beej Bhawan, Pusa Complex, New Delhi – 110012 (Near Inderpuri).

- i) Project Director – 01 No.
- ii) Production Consultant - 01 No.
- iii) Marketing Consultant - 01 No.
- iv) Jr. Technical Officer (Production) - 01 No.
- v) Jr. Marketing Officer – 01 No.
- vi) Office Manager – 01 No.
- vii) Accountant/Computer Operator - 01 No.
- viii) IT Professional – 01 No.
- ix) MTS – 02 Nos.

The Terms of Reference, Educational Qualifications, Professional experiences are as under:

### WALK-IN-INTERVIEW ON \_\_\_\_\_ ( )

**Subject: Contractual recruitment under Mission Management Cell and information & Knowledge Ecosystem Management cell established under the scheme "Mission Organic Value Chain Development for North Eastern Region"**

#### **1. Recruitment of Project Director (PD) – One Post.**

##### **1.1** The essential responsibilities for Project Director are as under:

- PD as head and controlling officer of the Mission Headquarter shall be responsible for office management, accounts management, supervision of implementation of the scheme components along the value chain comprising of production, certification, storage, processing, branding and marketing etc.; and monitoring and coordination of specialized activities under the mission; and shall be responsible for realization of scheme objectives.
- OVECDNER shall be responsible for implementation of all OVCDNER scheme components through State Government designated Lead Agencies.
- The PD shall be the single window contact for all the state lead agencies for effective implementation of OVCDNER.
- PD shall also be responsible for creation, management, maintenance and operation of OVCDNER. Information and Knowledge Ecosystem e-Portal for market facilitation of NER Organic products.
- PD shall be functioning under the direct supervision and control of INM Division of DAC&FW and shall be reporting to the Chairman Executive committee OVCDNER through joint Secretary.
- PD shall be responsible for setting up of mission management infrastructure including data management and traceability platform.
- Operationalisation, maintenance and management of on-line platform to facilitate repository of information and market information including on-line market facilitation.
- PD shall be functioning under the direct supervision and control of INM Division of DAC&FW and shall be reporting to the Chairman Executive committee OVCDNER through Joint Secretary.

##### **1.2 Essential qualification and experience – A person with experience in the field of organic farming, preferably a postgraduate in any field of agriculture of related**

discipline with minimum of 10 year of experience in project management scheme implementation and agriculture production and market / value chain development at senior position. Out if this, least few years experience is desirable in the promotion of organic agriculture trade, business and promotional activities.

The person chosen should have adequate knowledge about post production activities relating to organic products besides production & use of information Technology (IT). He will be expected to provide leadership to the mission and be capable of coordinating with various functionaries in charge of specialized activities and required to deliver on this project.

Remuneration – Rs.1.25 Lakh PM + service tax

2. **Recruitment of the staff in Mission Management Cell** shall be function under the direct supervision and control of Project Director (PD). The Project Director will be hired on contractual basis for the mission tenure on co-terminus basis. The role and responsibilities of Mission Management Cell are as under:

1. Processing of sate proposals for sanction of funds by the Executive Committee
2. Assist states in identification of resource agencies/ service providers and technologies needed for production, processing and value addition.
3. Assist states in chalking out necessary strategies for identification of commodities, ensuring quantum production in concentrated clusters, coordinating with technology development institutions for technology transfer.
4. Assist states in developing competence and necessary document and operational infrastructure for setting up of new certification bodies.
5. Assist states in identification of professional experts and facilitate their services for capacity building, training and technology transfer.
6. Assist state lead agencies in identifying the markets for the products and helping them to link such markets.
7. Coordination seminars, workshops, conferences, buyer-seller meets, auction meetings etc at regional and national level.
8. Coordinate with the state agencies efforts in brand building, consumer awareness and state specific products in national and international markets and also in prime cities.
9. Facilitating the Mission Management activities, monitoring, ensuring fund flow and funds utilization and other activities needed for implementation.
10. Assisting National Advisory committee, Executive Committee and Mission Monitoring Committee in due discharge of their responsibilities.

### 2.1 **Production consultant-One**

**Essential qualifications and experience** – Postgraduate in any discipline of agriculture, and related discipline. At least 10 years of experience in handing value chain project, operation of production value chains in concentrated cluster modes, agronomic protocol development consumer awareness and brand building initiatives. Experience in on-line information dissemination initiatives in organic management shall be preferred.

**Remuneration** - Rs 70,000 pm + service tax.

### 2.2 **Marketing Consultant- One**

**Essential qualifications and experience** - Postgraduate in any discipline of agriculture, life sciences food technology, agricultural marketing and elated discipline. Preference will be given to MBA degree holder. At least 10 year of experience in handing value

chain projects, operation of value chains, agricultural food products market facilitation, consumer awareness and brand building initiatives Experience in on-line marketing initiatives and organic products collection, aggregation, value addition and marketing including export facilitation shall be preferred.

Remuneration – Rs. 70,000 pm + service tax.

### **2.3 Junior Technical Officer(Production) - One**

**Essential qualifications and experience** – Preferable a post graduate in agricultural science or related discipline with minimum of three years of experience in capacity building, handholding, FPC formation etc in agriculture/ organic farming. Experience with internal control system (ICS) management and third party certification systems for organic/GAP/Fair trade etc will be preferred proficient in computer handling, web enabled application, tools and traceability platforms.

Remuneration - Rs.40, 000 pm + applicable service tax.

### **2.4 Junior Marketing Officer – One**

**Essential qualification and experience** - Postgraduate in any discipline of agriculture, life sciences, food technology, agricultural marketing and related discipline. At least three years of experience in handling value chain projects, operation of value chains, agricultural food products market facilitation, consumer awareness and brand building initiatives. Experience in on-line marketing including export facilitation shall be preferred.

Remuneration – Rs.40,000 pm + application service tax.

### **2.5 Office Manager-One**

**Essential qualification and experience** - Graduate in management/ financial management with 8 years experience as administrative officer in project management / IT management establishment with adequate knowledge about Government rules and regulations and financial rules. Experience of working in Government establishment will be an added qualification.

**Remuneration** – Rs.40,000 pm + applicable service tax.

### **2.6 Accountant/Computer Operator – One**

**Essential qualifications and experience** – Graduate with 3 years if experience in handling of project accounts. Well versed in computer handling and computer assisted accounting software.

Remuneration – Rs. 30,000 pm + applicable service tax.

### **2.7 IT Professional**

**Essential qualifications and experience** – Graduate in computer science/ computer application with proven skill in web enabled computer language assisted programme development, management and operations.

Remuneration – Rs.30, 000 pm + applicable service tax.

### **2.8 MTS - Two**

**Essential qualifications** - 10<sup>th</sup> Pass with good knowledge in computer work. Preference will be given to the candidate who has better computer knowledge.

Remuneration – Minimum wages prescribed from time to time + mandatory contributions of employer + service tax.

DAC&FW holds no responsibility for his/her regularization/appointment by absorption or otherwise against any regular post after completing the period of one year because these are purely contractual.

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