

## Small Farmers' Agri-Business Consortium

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No.SFAC /1-3/17/2023-Admin.

Dated: 10/06/2024

### VACANCY NOTICE

SFAC is an autonomous body registered under the Societies Registration Act, 1860. SFAC is a pioneer organisation focusing on promotion of agribusiness through aggregation of small and marginal farmers since 2011. SFAC is implementing various schemes like Central Sector Scheme for Formation and Promotion of 10,000 FPOs, e-National Agriculture Market, Fund Manager for Price Stabilizing Fund (PSF) etc, National Bee Keeping & Honey Mission, FFPOs (PMMSY) etc.

2. SFAC invites applications from eligible candidates on contractual basis for the following positions for FPO projects:-

S.No	Position	Vacancy
1.	Deputy Project Coordinator	01
2.	Project Assistant	01
3.	IT Executive	01

The details for the positions proposed are as under:-

S.No.	Name of the post	Eligibility Criteria
1.	Deputy Project Coordinator	01 (One Position)
	Eligibility Conditions with preferred experience	a) The candidate should be Graduate in Agriculture/ Horticulture/ Agri-Business from a reputed University/ Institute with 3+ years of relevant experience in <b>Agri-Marketing and related projects</b> in Central/ State Govt./ PSUs/ Autonomous bodies/ Universities or private companies of repute.  (OR)  b) The candidate should be a Graduate in Agriculture/ Horticulture/ Agri-Business and related fields from reputed University/ Institute with Post Graduation in related filed or MBA/ PGDM etc. with <b>experience in Agri-Marketing.</b>
	<b>Essential</b>	<b>Experience in Marketing of agriculture related products.</b>
	Job profile	<ul style="list-style-type: none"><li>Assisting in preparation of project reports, organizing events &amp; exhibitions.</li><li>Handling FPO projects in various States &amp; UTs.</li><li>Assisting in creating backward and forward linkages for FPOs.</li><li>Preparation, analysis and integration of diverse information from varied sources.</li><li>Coordination with the States/ FPOs and other Stakeholders etc.</li><li>Recommendation of funds under projects/schemes related to</li></ul>

		<p>FPOs.</p> <ul style="list-style-type: none"> <li>• Handling of procurement operations with farmer/FPOs.</li> <li>• Preparation of monthly progress reports &amp; PPT etc.</li> <li>• Coordination with Central/ State Govt. departments.</li> <li>• Data Compilation and preparation of MIS report</li> <li>• Assisting in handling RTI/parliamentary affairs.</li> <li>• Any other work given by the Competent Authority of SFAC.</li> </ul>
	Consolidated Remuneration	Rs.50,000/- per month
	Age Limit (upper)	35 years as on date of submission of application
<b>2.</b>	Project Assistant	01 (One position)
	Eligibility Conditions with preferred experience	<b>Qualification:</b> Graduate in Agriculture / Horticulture / Agri-Business etc. or any Graduate with 3+ years of experience in concerned field of Agriculture /Horticulture/Agri-business and farmer related projects.
	<b>Essential</b>	Proficiency in Computer Operation.
	Job profile	<ul style="list-style-type: none"> <li>• Data Compilation and management</li> <li>• Preparation of PPT and MIS report.</li> <li>• Coordination with FPOs/CBBOs and stakeholders etc.</li> <li>• Assisting in executing FPO project activities.</li> <li>• Assisting in conducting awareness camps/ exhibition/ workshops etc. FPOs.</li> <li>• Coordination with Central and State Government Departments./</li> <li>• Undertake basic administrative coordination and networking tasks as assigned from time to time</li> <li>• Assisting in handling RTI/parliamentary affairs.</li> <li>• Any other work given by the Competent Authority of SFAC.</li> </ul>
	Consolidated Remuneration	Rs.35,000/- per month
	Age Limit (upper)	35 years as on date of submission of application
<b>3.</b>	IT Executive	01 (One position)
	Eligibility Conditions with preferred experience	<ol style="list-style-type: none"> <li>1. The Applicant should be a BCA / B. Tech. (Computer Science) or equivalent from reputed University/ Institute with 3+ years of relevant experience.</li> <li>2. The Candidate must be well conversant in <b>Computer Applications</b>, MS-Word, MS-Excel, MS-Power Point, Data Compilation, Report Generation &amp; preparing Presentation etc.</li> </ol>
	Job Profile	<ul style="list-style-type: none"> <li>• To assist/work on GeM portal for procurement of goods and services.</li> <li>• To co-ordinate with AMC IT service for resolving the Computer systems and network issues.</li> <li>• To manage IT Assets &amp; Inventory &amp; Communication Links / Mobile Connection/Data Card Management in co-ordination with IT service provider</li> <li>• To assist in updating website regularly</li> <li>• To assist in matter related to e-office, HRMS, GLIS etc</li> <li>• Any other work assigned by the Competent Authority of SFAC.</li> </ul>
	Consolidated Remuneration	Rs.35,000/- per month
	Age Limit (upper)	35 years as on last date of submission of application