

## Small Farmers' Agri-Business Consortium

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No.SFAC/1-3/3/2024-Admin

Dated: 22/11/2024

### VACANCY NOTICE

SFAC is an autonomous body registered under the Societies Registration Act, 1860 and promoted by Department of Agriculture and Farmers Welfare, Government of India. 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, Equity Grant & Credit Guarantee Fund Scheme, e-National Agriculture Market, Fund Manager for Price Stabilizing Fund (PSF), National Bee Keeping & Honey Mission, FFPO (PMMSY) and Venture Capital Assistance (VCA) fund etc.

2. SFAC invites applications for the following positions from eligible officers of Central/ State Government/ Central/ State Autonomous bodies/ Public Sector Undertakings including Public Sector Banks etc.

| S.No | Post/ Position                            | Vacancy |
|------|---|---------|
| 1.   | Consultant (Legal) on contractual basis   | 01      |
| 2.   | Consultant (Finance) on contractual basis | 02      |

Details of the post/ position are as under:-


| S. No. | Name of the Post  | Consultant (Legal) on contractual basis.   |
|--------|---|--|
| 1.     | <b>Eligibility Conditions with preferred experience</b> | <ol style="list-style-type: none"> <li>1. Must possess a degree in Law from a recognised University or equivalent in India with 15 years' experience.</li> <li>2. Retired from Central Govt./ State Govt./ PSUs of Central Govt./ State Govt./Public Sector Banks at Pay Level 11 of 7<sup>th</sup> CPC or equivalent and above with work experience in Legal matters relating to Civil, Contractual matters, Corporate Laws, Arbitration etc.</li> </ol>  |
|        | <b>Consolidated Remuneration</b>                        | Rs.60,000/- to Rs.75,000/- consolidated per month and will be fixed based on qualification and experience  |
|        | <b>Age Limit (upper)</b>                                | 65 years as on last date of submission of application  |
|        | <b>Job Profile</b>                                      | <p>To deal with legal matters as below:</p> <ol style="list-style-type: none"> <li>(i) Related to Venture Capital Assistance Scheme involving Recovery of loans, Legal matters of other schemes of SFAC</li> <li>(ii) Tender legal opinion on the issues coming before SFAC</li> <li>(iii) Advice, scrutinize and prepare para-wise comments and petitions filed for and against SFAC</li> <li>(iv) Interact with the lawyers empanelled by SFAC under various schemes especially relating to loan recovery under Venture Capital Assistance (VCA), Equity Grant Credit Guarantee Fund (EGCGF), FPO, e-NAM schemes, matters relating to Arbitration etc.</li> <li>(v) Monitor each case done by the empanelled lawyers and submit a report to the SFAC authorities on each case.</li> <li>(vi) Prepare and maintain the list of pending court cases in the O/o SFAC.</li> <li>(vii) Be present in the court at the time of hearing, if directed by the competent authority</li> <li>(viii) Processing the payments to the empanelled lawyers in each case and maintaining the expenditure register in respect of legal matters.</li> <li>(ix) Any other work assigned by the Competent Authority of SFAC.</li> </ol> |

N. P. S.  
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|----|---|--|
| 2. | <b>Name of the Post</b>                                 | <b>Consultant (Finance)</b> on contractual basis.  |
|    | <b>Eligibility Conditions with preferred experience</b> | <ol style="list-style-type: none"> <li>1. Must possess a PG degree in Banking/ Finance from a recognised University or equivalent in India with 15 years' experience.</li> <li>2. Retired from Central Govt./ State Govt./ PSUs of Central Govt./ State Govt./Public Sector Banks at Pay Level 11 of 7<sup>th</sup> CPC or equivalent and above with work experience in Finance, Budgeting and Accounts etc.</li> </ol>  |
|    | <b>Consolidated Remuneration</b>                        | Rs.60,000/- to Rs.75,000/- consolidated per month and will be fixed based on qualification and experience  |
|    | <b>Age Limit (upper)</b>                                | 65 years as on last date of submission of application  |
|    | <b>Job Profile</b>                                      | <p>To deal with financial matters as below:</p> <ol style="list-style-type: none"> <li>(i) Oversee financial operations of the organization and ensure timely and accurate financial reports and including cash management, payroll, financial disbursements, ledger etc.</li> <li>(ii) Responsible for entering financial information and maintaining all financial records for program and for the organization.</li> <li>(iii) Manage financial control, prepare and analyse budgets, develop financial reports, and make recommendations to the Supervisor on budget expenditures.</li> <li>(iv) Monitor expenditure to ensure that program funds are utilized appropriately by the close of the fiscal year.</li> <li>(v) Provide financial inputs for logistics, travel and other administrative activities.</li> <li>(vi) Oversee the preparation and submission of annual activity based project budgets as well as Monthly and quarterly financial reports.</li> <li>(vii) Any other work assigned by the Competent Authority of SFAC.</li> </ol> |

**Terms & Conditions:** SFAC reserves rights to assess pre-qualification and experience, screening, short listing of eligible candidates, formation of a panel, interview, empanel, fixation/revision of remuneration, fixation of terms and conditions and or rescind the advertisement/circular without any further notice. The pre-qualification and experience shall be assessed in line with the organizational needs. The decision with respect to engagement on above positions shall remain solely with the Competent Authority.

**How to Apply:** Interested candidates meeting the above eligibility conditions may send their application to Managing Director, SFAC at 5th Floor, 3, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi – 110016 and/ or online at [ddadmin@sfac.in](mailto:ddadmin@sfac.in) by 5PM on 21/12/2024 in the prescribed format in **Annexure-I** with self-attested photocopies of the documents pertaining to the qualification/experience/ Aadhar Card and PAN card etc. Any further communication if needed will be posted on the SFAC website <http://sfacindia.com/>. The shortlisted candidates will be called for Personal Interaction.

  
 Dy. Director (Admin)  
 SFAC

Application for the position of \_\_\_\_\_ on contract basis in  
Small Farmers' Agri-Business Consortium, New Delhi

1. Position applied for: .....  
(In block letters)
2. Name of applicant: Mr./Mrs./Miss.....  
(In block letters)  
(Please attach self attested copy of any govt. Issued ID such as DL/  
Passport/ Voter Id/ Aadhar)
3. Father's/ Husband's Name : .....
4. Marital Status : .....
5. Present postal address for Communication: .....  
in block letter with pin code .....
6. (a) Telephone No. (with STD Code) .....  
(b) Mobile No. : .....  
(c) E-mail Address: .....
7. Date of Birth (and age as on closing date).....
8. Nationality: .....
9. Educational Qualification starting with Secondary Education:  
(Please attach self attested photocopies of certificates/mark sheets)

Please affix a  
recent passport size  
photograph

| Examination/<br>Degree | University/<br>Board | Year of Passing | % of marks/<br>Division | Subject taken |
|------------------------|----------------------|-----------------|-------------------------|---------------|
|                        |                      |                 |                         |               |
|                        |                      |                 |                         |               |
|                        |                      |                 |                         |               |
|                        |                      |                 |                         |               |

10. Experience (please start with the latest, If required separate sheet may be attached).: .....

| Name of employer | Position held | Period |    | Emolument/<br>Pay | Nature of work<br>(Please attach<br>relevant experience<br>certificate) |
|------------------|---------------|--------|----|-------------------|---|
|                  |               | From   | To |                   |   |
|                  |               |        |    |                   |   |
|                  |               |        |    |                   |   |
|                  |               |        |    |                   |   |
|                  |               |        |    |                   |   |

11. Training Programmes attended:.....
12. Have you ever been convicted under the Law:.....
13. Any other relevant information: .....  
(Separate sheet may be attached)

#### DECLARATION

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief. I further understand that at any time I am found to have concealed/distorted any material information, my candidature/appointment shall be summarily terminated without any notice.

Signature of the Candidate  
Name

Date:  
Place

N. CL J  
22/11/2024