

Small Farmers' Agri-Business Consortium

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Dt. 25.08.2022

VACANCY NOTICE

SFAC invites applications from eligible applicants for the position of Consultant in SFAC, Regional Office Guwahati, Assam on contract basis as per details given below:-

Consultant	01 (One Position)
Eligibility Conditions	Retired from Central/ State Govt./ PSUs/ Central Autonomous bodies and any Public Sector Banks from the position of minimum Under Secretary/ AGM etc.
Preferred Experience	1) The candidate should have experience in dealing with Establishment/ General Administration/ Agricultural Projects/ Formation and Promotion of Farmer Producer Organizations, Liaison with Central/ State Govt. and Nationalized Banks etc.
Job Profile	(1) Day to day administrative work of Regional Office, Guwahati. (2) Monthly Report of daily activity of Regional Office to SFAC HQRS, New Delhi. (3) To attend state level meeting in the North Eastern Region. (4) To look after the work relating to Farmer Producer Organizations in the in the North Eastern Region. (5) To attend work relating to Bamboo Plantation Project. (6) To attend work relating to recovery under VCA Scheme and liaison with Lawyers in connection with legal cases of SFAC. (7) To attend all court cases of Regional Office, Guwahati. (8) Liaison with Central/ State Govt./ Nationalized Banks and other Govt. and Private bodies interacting with the coporates. and building trust in processing of their request for formation and promotion of Farmer Producer Organizations. (9) Processing of request of corporates for timely payment of FPO cost etc. and ironing out any impediments which corporates may encounter dealing with SFAC. (10) Any other work assigned from time to time.
Consolidated Remuneration	Rs.50,000/- per month
Age Limit	62 years
Period of Contract	12 months (initially)*

* Renewal for further period as per requirement and satisfactory services.

Terms & Conditions

SFAC reserves all its 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.

Leave: During engagement you will be entitled for 12 days leave in a calendar year on Prorata basis. Additional leave without pay may be permitted with approval of Managing Director. Un-availed leave shall neither be carried forward nor encashed.

TA/DA: The candidate shall be allowed to take domestic tour as required by the duties for which TA/DA and Hotel Accommodation shall be paid as per policy of SFAC. Tours will be subject to approval of Competent Authority. Claims will be settled subject to extant Government rules.

Confidentiality of Data & Documents: The candidate shall not divulge any information, data or reports/documents handled by you as part of your work to any party and person for pecuniary gains or even otherwise, without the prior approval of Competent Authority.

Conflict of Interest: The candidate shall in no case represent or give opinion or advice to others or indulge in any activity which is adverse to the interests of the SFAC.

Working Hours: To follow the normal working hours as prescribed (i.e from 9.00 AM to 5.30 PM). However, as per the exigency one has to sit late to complete the time bound work.

Termination of Contract: The appointment is of a temporary nature and SFAC can cancel the engagement at any time without providing any reason for it. However, in the normal course one month's notice is needed from either side.

How to Apply:

Interested candidates meeting the above eligibility conditions may send their application addressed to Managing Director, SFAC, New Delhi online only at ddadmin@sfac.in in the prescribed format along with self-attested photocopies of the documents pertaining to the retirement, Aadhar Card and PAN card etc **on or before 09.09.2022**. Any further communication if needed will be posted on the SFAC website www.sfacindia.com. The shortlisted candidates will be called for personal interaction.



Deputy Director (Admn.)
SFAC

Annexure-I

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

1. Full Name :
(In block letters)
2. Father's/Husband's Name:
3. Date of Birth :
4. Contact details Mobile/Tele.....
Email.....
5. Address for Communication:
.....
.....
6. Date of Joining of the Govt. :
7. Name of the Department from which retired :
8. Date of retirement and the position from :
Which retired (enclose copy of retirement order)
9. Age as on closing date of application :
10. Last Pay Drawn (Please enclose copy) :
11. Education/Technical Qualification :
(Please enclose copy of certificates)
12. Brief particulars of experience (A separate sheet may be annexed)

Please affix self
attested a recent
passport size
Photograph

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete or ineligibility being detected at any time before OR after selection, my candidature is liable to be rejected and I shall be bound by the decision of the SFAC. I have read this circular and ready to accept all the terms and conditions for engagement of Consultant in SFAC.

Signature
(Full name of the applicant)

Place:

Date :