

GOVERNMENT OF KARNATAKA

DEPARTMENT OF HORTICULTURE & UNIVERSITY OF HORTICULTURAL SCIENCES CENTRE OF EXCELLENCE FOR FARMER PRODUCER ORGANIZATIONS

UHS CAMPUS, GKVK POST, BENGALURU-65

=====
No.GOK-COE-FPO/DOH-UHS-B/01/2017-18,

Date 13.03.2018

NOTIFICATION FOR RECRUITMENT OF STAFF FOR COE-FPO

BACKGROUND TO CENTRE OF EXCELLENCE (COE) FOR FARMER PRODUCER ORGANIZATIONS:

Government of Karnataka established COE-FPO on 21-8-2017 for the overall development of FPOs in Karnataka promoted by the Karnataka State Department of Horticulture with its registered Office of COE-FPO is at the University of Horticultural Sciences Campus, GKVK Post, Bengaluru-560065, Karnataka, India. The COE-FPO an Institutional mechanism will engage in policy analysis, develop knowledge base within the state for gearing up the integrated development of FPO's. It will also serve as a platform for coordination among various departments and other related government agencies, NGOs, private sector firms, and other organizations dealing with the horticulture and allied sectors for fulfilling the objectives and mandates of the Centre.

Objectives of COE-FPO: The COE-FPO is organized with objectives,(a)To impart training and handholding assistance to FPOs for their development and evolution into effective enterprises working especially for economic benefit of smallholder members.(b)To become an institution of pre-eminence for research, learning and knowledge dissemination on Producer Enterprises in general and Farmer Producer Organizations in particular (c)To act as an think-tank for guiding policy and developmental interventions aimed at Producer Enterprises in general and Farmer Producer Organizations in particular (d)To demonstrate an effective institutional model that promotes economic sustainability and self-reliance while serving the cause of disadvantaged entities such as Producer Enterprises and small holders.(e)Promote partnerships between the government and civil society inclusive of various stakeholders of horticulture and allied sectors

Functions of COE-FPO: The COE-FPO will deliver following broad functions (a)To function as an advisory group agency for FPO's to co-ordinate policies and programmes related to sustainable FPO management (b)To coordinate with Horticulture Department and other allied development departments, farm universities, in strengthening their respective core area of activities and enhance the impact of the outputs pertaining to FPOs (c) To refresh and enhance professional capabilities of Chief Executive Officers of FPOs and other members and extension workers through Training, Consultancy and Research (d) Collaboration with different institutions for bringing in new learning's to the state and partner for implementing best practices of FPOs (e) Any other function that is relevant and beneficial for the growth development and sustainability of FPOs in the state.

In order to accomplish its activities of COE-FPO the centre would like to recruit the following positions with aforesaid terms and conditions. The centre reserves the right of withdrawing any of the positions at any time of recruitment.

(1) DIRECTOR

Eligibility Conditions:

(a) Officers working under the State Government or State Farm Universities or Central Government or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations or International Institutions

(b) Holding analogous posts on regular basis in the parent cadre or department; or (ii) With five years' service in the grade rendered after appointment thereto on a regular basis in posts of in Level, Rs. 37400-67,000 with Rs. 10,000 AGP of pay matrix or equivalent in the parent cadre or Department

(c) Possessing the following educational qualifications and experience:

- A first class Masters degree in Horticulture/Agriculture/Business Administration/Management from a recognized University/reputed Institute.
- Outstanding academic credentials including a Ph.D. Degree from a reputed Institution with a good publication record as book/ research/policy papers.
- Fifteen years' experience in the field agriculture or agri-business management including five years' experience in administrative position.
- Senior managerial experience in agriculture based development initiatives, training institutions and extensive fund raising experience
- International exposure on agriculture development, farmers institutions and institutional linkages
- Experience of working in multicultural and multidisciplinary agri/horti based development environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks relevant development organizations, demonstrated ability to build and sustain partnerships with private sector institutions
- Should have experience of Institution-building, value chain related programs at reputed International/National Institutes and be passionate about building organization that reflects the talent, energy and potential towards agriculture development in general and farmer's welfare in specific.
- Excellent written & verbal communication skills with fluency in Kannada and English
- Demonstrated experience of fund raising
- PC literate including good MS Office skills and other applications

(d) List of Duties/Responsibilities attached to the post of Director

- Provide vision and leadership to drive implementation of COE-FPO strategy
- Oversee management of COE-FPO to ensure the Institute is appropriately structured, effectively administered, staffed and funded to deliver development and functioning of FPO's in Karnataka
- Meet the goals and mission of the COE-FPO, particularly in the context farmer producers organizations and farmers welfare
- Co-ordinate policies and programmes with Horticulture Department and other allied development departments, horticulture university/other farm universities/KVKs in Karnataka/NABARD etc related to sustainable management of FPO's.
- Build partnerships and networking, encourage the transfer of results into development and implementation of strategies and sustain resources for growth
- Be the principal communicator and ambassador for COE-FPO with strong representational skills, serving as spokesperson for the Centre.
- Sustain and build excellent relationships established with national, regional and global research institutions.
- Provide mentorship and guide for the overall development of the Centre

(e) Age limit: The maximum age limit for appointment by deputation shall be not exceeding 57 years as on the closing date of receipt of applications.

(f) Period of Deputation:-Period of deputation shall be for three years with scope for further extension for second term based on satisfactory performance.

(g) Remuneration:- The position carries competitive remuneration in the scale of Rs. 37400-67,000 with Rs. 10,000 AGP with additional increments for deserving candidates

(2) DEPUTY DIRECTOR

Eligibility Conditions:

(a) Officers working under the State Government or Universities or Central Government or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations

(b) Holding analogous posts on regular basis with a minimum of 08 years' of experience

(c) Possessing the following educational qualification and experience:

- A first class M.Sc., degree in Horticulture/Agriculture & allied sciences from a recognized University/reputed Institute.

- The applicants should have outstanding academic credentials in their academic career including a Ph.D. Degree from a reputed Institution with a good publication record as book/research/policy papers.
- Experience working in horticulture/agriculture development, extension and research in State/National/International organizations
- Technical expertise in formulating crop plans & contingent plans, execution of plans, consolidating technologies, management skills, value chain management, establishing forward and backward linkages
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to build and sustain partnerships
- Excellent written & verbal communication skills with fluency in Kannada and English
- PC literate including good MS Office skills and other applications

(d) List of Duties/Responsibilities

- Assist the Director and guide the technical experts to achieve the mandate of the COE-FPO
- Lead agriculture technology and innovation management, sustainable agriculture and quality assurance, post-harvest management & value addition, processing and new product development initiatives of COE-FPO
- Develop activity plans/work plans to achieve the goals and mission of FPO's in Karnataka
- Co-ordinate policies and programmes with Horticulture Department and other allied development departments, farm universities, KVK's etc related for sustainable management of FPO's
- Implementation, promotion, hand holding and development programmes for FPO's
- Establish convergence and synergies among ongoing programmes at the state and National level on FPO's
- Sustain and build excellent relationships established with national, regional and global research institutions

(e) Age limit:- The maximum age limit for appointment by deputation shall be not exceeding 50 years as on the closing date of receipt of applications.

(f) Period of Deputation:-Period of deputation shall ordinarily not exceed three years with scope for further extension for second term based on satisfactory performance

(g) **Remuneration:-** In the scale of Associate Professor 37,400-67,000 + AGP of 9000 or scale appropriate

(3) SENIOR CONSULTANT- ORGANIZATION CAPITAL DEVELOPMENT
(to be re-designated as Deputy Director for regional center)

(a) Officers under the State Government or Universities or Central Government or Recognized Research Institutions or Public Sector Undertakings or Semi-Government or Statutory or Autonomous Organizations or International Institutions

(b) Holding analogous posts on regular basis with a minimum of 08 years' of experience

(c) Possessing the following educational qualification and experience

- A first class M.Sc., degree in Horticulture/Agriculture & allied sciences from a recognized University/reputed Institute.
- The applicants should have outstanding academic credentials in their academic career including a Ph.D. Degree from a reputed Institution with a good publication record as book/research/policy papers
- Experience in institution/organization building, stakeholders development and management and their sustenance
- Experience working in horticulture/agriculture development, extension and research in State/National/International organizations
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to build and sustain partnerships
- PC literate including good MS Office skills and other applications
- Excellent written & verbal communication skills with fluency in Kannada and English

(d) **List of Duties/Responsibilities**

- Assist the Director and technical experts to achieve the mandate of the COE-FPO
- Develop Institution building and organization development plans for FPO's
- Develop internal systems design and stakeholder management, stakeholder management, compliance and sustainable management
- Develop a process of annual planning that establishes clear performance targets for organizational planning of FPO's
- Co-ordinate policies and programmes with Horticulture Department and other allied development departments, farm universities related to development programmes of FPO's and their sustainable management

- Establish convergence and synergies among ongoing programmes at the state and National level on FPO's
- Sustain and build excellent relationships established with national, regional and global research institutions

(e) Age limit:- The maximum age limit for appointment by deputation shall be not exceeding 50 years as on the closing date of receipt of applications.

(f) Period of Deputation:-Period of deputation shall ordinarily not exceed three years with scope for further extension for second term based on satisfactory performance

(g) Remuneration:- In the scale of Associate Professor Rs.37,400-67000 + AGP of 9000 or scale appropriate

(4) SENIOR CONSULTANT- INTEGRATIVE TECHNICAL CAPACITY

Professionals with background, with a blend of public sector as well as private sector exposure or autonomous organizations or International Institutions possessing the following educational qualification and experience.

(a) Educational qualification and experience:

- A first class M.Sc., degree in Horticulture/Agriculture & allied sciences from a recognized University/reputed Institute.
- The applicants should have outstanding academic credentials in their academic career including a Ph.D. Degree from a reputed Institution with a good publication record as book/research/policy papers
- Experience in technology development, innovations, technology commercialization and sustainable management
- Experience in post-harvesting processing, new product development and up-scaling
- Experience working in horticulture/agriculture technology development, and research in State/National/International organizations
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to build and sustain partnerships
- PC literate including good MS Office skills and other applications
- Excellent written & verbal communication skills with fluency in Kannada and English

(d) List of Duties/Responsibilities

- Assist the Director and technical experts to achieve the mandate of the COE-FPO
- Develop Institution building and organization development plans for FPO's
- Develop technologies, innovations and products for sustainable management of FPO's
- Co-ordinate policies and programmes with Horticulture Department and other allied development departments, farm universities related to development programmes of FPO's and their sustainable management
- Establish convergence and synergies among ongoing programmes at the state and National level on FPO's
- Sustain and build excellent relationships established with national, regional and global research institutions
- Develop a process of annual planning that establishes clear performance targets for technology management on FPO's

(e) Age limit:- The maximum age limit for appointment by deputation shall be not exceeding 50 years as on the closing date of receipt of applications.

(f) Period of Deputation:-Period of deputation shall ordinarily not exceed three years with scope for further extension for second term based on satisfactory performance

(g) Remuneration:- Negotiable based on the experience and expertise of the candidate

(5) SENIOR CONSULTANT- BUSINESS CAPABILITY DEVELOPMENT

Professionals with background, with a blend of public sector as well as private sector exposure or autonomous organizations or International Institutions possessing the following educational qualification and experience.

(a) Educational qualification and experience:

- Post-graduation in Management Sciences as well as Computer Application from recognised & reputed educational institutions is essential, besides professional graduate qualification in agricultural sciences/horticultural sciences
- More than 15 years of experience operating at senior professional or executive management levels, backed with hands-on experience in organising as well as managing new grass-root level development institutions like Farmer's Organisations with exposure to international development environment.

- In depth understanding of the value chain of agricultural/ rural development programs, as also macro business environment.
- Development banking exposure with proficiency in formulation of bankable schemes, both farm as well as non-farm based financing schemes is a desired along with understanding of the value chain agricultural / rural development programs, as also macro business environment (economic, competitor, market dynamics etc) and a relevant industry.
- Excellent planning & organisational skills with experience of planning & prioritising multiple key objectives
- In depth analytical skills with substantial experience of performing complex qualitative & quantitative analysis
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to build and sustain partnerships
- PC literate including good MS Office skills and advanced use of Business Analysis applications
- Excellent written & verbal communication skills with fluency in Kannada and English

(b) List of Duties/Responsibilities

- Assist the Director and technical experts to achieve the mandate of the COE-FPO
- Develop business strategy, business planning and control, business finance and risk management, business operations & service management and marketing and supply chain management of FPO's in Karnataka
- Strategy and tactics in developing the Centre's strategy, tactics and plans, monitoring & evaluating performance, business planning to support COE team/s in interpreting, evaluating and implementing planning recommendations made by the R&D, planning and marketing functions, building on proposals to leverage business opportunities
- Financial & technical feasibility analysis, information management to develop accurate analysis of key revenue/ productivity/ process enhancements and databases to enable information, market intelligence etc.
- Align with the University programs, R & D / Extension Programs and functional groups and advising the Director / Teams on actions, opportunities, potential issues.
- Establish convergence and synergies among ongoing programmes at the state and National level on FPO's
- Develop a process of annual planning that establishes clear performance targets for business planning on FPO's

(c) **Period of employment:-** Initially one year with scope for further extension for second term based on satisfactory performance

(d) **Remuneration:-** Negotiable based on the experience and expertise of the candidate

(6) CONSULTANT- ACTION RESEARCH AND PILOT PROJECTS

Professionals blend of public sector as well as private sector exposure or autonomous organizations or International Institutions possessing the following educational qualification and experience

(a) Educational qualification and experience:

- Master's degree in relevant subject from a recognized University/reputed Institute with preference for Ph.D
- Applicants should have outstanding academic credentials in their academic career
- More than 10 years of experience in the areas of conducting and implementation of applied research
- Demonstrated the ability to test, pilot and validate the research ideas and their commercialization
- In depth analytical skills with substantial experience of performing complex qualitative & quantitative analysis
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in related research and development organizations; and demonstrated ability to build and sustain partnerships
- PC literate including good MS Office skills and other applications
- Excellent written & verbal communication skills with fluency in Kannada and English

(b) List of Duties/Responsibilities

- Assist the Director and Deputy Directors to achieve the mandate of the COE-FPO
- Lead the horizontal units and responsible for development of annual workplans in consultation with the leads of the vertical units
- Plan and execute action research and pilot projects
- Co-ordinate and conduct programmes with Horticulture and other allied development departments, farm universities, KVK's etc related to conduct of action research on FPO's
- Develop a process of annual planning that establishes clear performance targets for action research on FPO's
- Any other responsibility required for effective functioning of the Centre

(c) **Period of Deputation:-** Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) **Remuneration:-** Negotiable based on the experience and expertise

(7) SENIOR CONSULTANT- TRAINING AND CERTIFICATION

Professionals blend of public sector as well as private sector exposure or autonomous organizations or International Institutions possessing the following educational qualification and experience

(a) Educational qualification and experience:

- Master's degree in related subject/human resource management from a recognized University/Institute of repute with preference for Ph.D
- The applicants should have outstanding academic credentials in their academic career
- More than 10 years of experience in the areas of designing/conducting/organizing/capacity enhancement workshops/trainings in horticulture, agriculture & allied disciplines
- Experience in conduct of certification programmes for Institutions/organizations/farmers and other stakeholders in industry
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in related research and development organizations; and demonstrated ability to build and sustain partnerships
- PC literate including good MS Office skills and other applications
- Excellent written & verbal communication skills with fluency in Kannada and English

(b) List of Duties/Responsibilities

- Assist the Director and Deputy Directors to achieve the mandate of the COE-FPO
- Lead the horizontal units and responsible for development of annual workplans in consultation with the leads of the vertical units
- Develop workplans on training and certification programmes for FPO's and its stakeholders
- Plan and execute action training programmes of the centre and its programmes
- Plan, organize and conduct special training programme for the CEO's/other stakeholders of FPO's
- Co-ordinate policies and programmes with Horticulture Department and other allied development departments, farm universities, KVK's etc related to trainings and certification

- Establish convergence and synergies among ongoing training programmes at the state and National level on FPO's
- Develop a process of annual planning that establishes clear performance targets for training and certification on FPO's
- Any other responsibility required for effective functioning of the Centre

(c) **Period of employment:-** Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) **Remuneration:-** Negotiable based on the experience and expertise

(8) SENIOR FELLOW- CERTIFICATION

Professionals blend of public sector as well as private sector exposure or autonomous organizations possessing the following educational qualification and experience

(a) Educational qualification and experience:

- Master's degree in related subject/human resource management from a recognized University/Institute of repute
- The applicants should have outstanding academic credentials in their academic career
- Experience of conducting/organizing/capacity enhancement workshops/trainings in horticulture/agriculture/allied disciplines
- Experience in conduct of certification programmes for Institutions/organizations/farmers and other stakeholders in industry
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to build and sustain partnerships
- PC literate including good MS Office skills and other applications
- Excellent written & verbal communication skills with fluency in Kannada and English

(b) List of Duties/Responsibilities

- Assist the senior consultant designing/planning/organizing and conduct of special training programme for the CEO's/other stakeholders of FPO's
- Assist the senior consultant in certification programme for FPO's and other stakeholders of FPO's
- Co-ordinate policies and programmes with Horticulture Department and other allied development departments, farm universities, KVK's etc related for trainings and certification
- Establish convergence and synergies among ongoing training programmes at the state and National level on FPO's

- Develop a process of annual planning that establishes clear performance targets for training and certification of FPO's
- Any other responsibility required for effective functioning of the Centre

(c) **Period of Deputation:-** Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) **Remuneration:-** Negotiable based on the experience and expertise

(9) SENIOR CONSULTANT- CONSULTING AND POLICY ADVISORY

Professionals blend of public sector as well as private sector exposure or autonomous organizations or International Institutions possessing the following educational qualification and experience

(a) Educational qualification and experience:

- Master's degree in related subject from a recognized University/reputed Institute with preference for Ph.D
- The applicants should have outstanding academic credentials in their academic career
- 15 years of experience in designing policies for development sectors and serving as senior policy expert in their subject area, with extensive knowledge of the field and its actors
- Ability to independently assess, debate issues to deliver and recommend policies, initiatives, program in the themes related to farmer institutions and farm sector
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to design and formulate policies
- Experience working in public policy institutes
- PC literate including good MS Office skills and other applications

(b) List of Duties/Responsibilities

- Serve as senior policy expert in the area of FPO and farmer institutions with extensive knowledge of the field and its actors
- Design policies and planning processes particularly impacting FPO's and its stakeholders
- Provide strategic policy advisory services and support to the key stakeholders especially on themes related to FPO's and farm sector
- Drafts policy reports for uptake by the policy makers for their implementation

- Co-ordinate and work closely with high level representatives of other organizations such horticulture Department, allied development departments, farm universities, KVK's etc, and other policy advisory institutes both at state and National level to build effective policies and coalitions with matters related to FPO's
- Implementation of designed policies for FPO's development and promotion
- Develop a process of annual planning that establishes clear performance targets for policy advisory on FPO's
- Establish convergence and synergies with ongoing programmes at the state and National level policies on FPO's
- Any other responsibility required for effective functioning of the Centre

(c) **Period of employment:-** Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) **Remuneration:-** Negotiable based on the experience and expertise

(10) SENIOR FELLOW- CONSULTING AND POLICY ADVISORY

Professionals blend of public sector as well as private sector exposure or autonomous organizations or International Institutions possessing the following educational qualification and experience

(a) Educational qualification and experience:

- Master's degree in related subject from a recognized University/reputed Institute with preference for Ph.D
- The applicants should have outstanding academic credentials in their academic career
- 05 years of experience in designing policies for development sectors and serving policy expert in their subject area, with extensive knowledge of the field and its actors
- Ability to independently assess, debate issues to deliver and recommend policies, initiatives, program in the themes related to farmer institutions and farm sector
- Experience working in public policy institutes
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to design and formulate policies
- PC literate including good MS Office skills and other applications

(b) List of Duties/Responsibilities

- Serve as policy expert in the area of FPO and farmer institutions with extensive knowledge of the field and its actors
- Design policies and planning processes particularly impacting FPO's and its stakeholders
- Provide strategic policy advisory services and support to the key stakeholders especially on themes related to FPO's and farm sector
- Drafts policy reports for uptake by the policy makers for their implementation
- Co-ordinate and work closely with high level representatives of other organizations such horticulture Department, allied development departments, farm universities, KVK's etc, and other policy advisory institutes both at state and National level to build effective policies and coalitions with matters related to FPO's
- Implementation of designed policies for FPO's development and promotion
- Develop a process of annual planning that establishes clear performance targets for policy advisory on FPO's
- Establish convergence and synergies with ongoing programmes at the state and National level policies on FPO's
- Any other responsibility required for effective functioning of the Centre

(c) Period of employment:- Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) Remuneration:- Negotiable based on the experience and expertize

(11) CONSULTANT- KNOWLEDGE AND DATA MANAGEMENT

Professionals blend of public sector as well as private sector exposure or autonomous organizations possessing the following educational qualification and experience

(a) Educational qualification and experience:

- Master's degree in related subject from a recognized University
- The applicants should have outstanding academic credentials in their academic career
- 08 years of experience working in leading firm in data management, data warehousing, data integration, data mining, data quality, information and knowledge management
- Knowledge and practical skill sets in business intelligence and business analytics
- Experience working in multicultural and multidisciplinary research environments with demonstrated capacity to work collaboratively and within a multidisciplinary teams, strong networks in relevant research and development organizations; and demonstrated ability to build and sustain partnerships

(b) List of Duties/Responsibilities

- Assist the Director and Deputy Directors to achieve the mandate of the COE-FPO
- Develops tools (databases etc) that enable information, market/business intelligence etc. to be stored, secured, tracked, shared and retrieved in an effective and systematic way.
- Manage data, develop dashboards, providing interpretation for strategic implications and for developing sharing and selling knowledge and data products to key stakeholders
- Supports the COE in identifying technical exposure needs relating to analysis and reporting across the functional / field teams.
- Knowledge & experience sharing, through trainings / workshops and periodical interactive programs with FPOs
- Develop a process of annual planning that establishes clear performance targets for policy advisory on FPO's

(c) Period of employment:- Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) Remuneration:- Negotiable based on the experience and expertise

(12) SENIOR CONSULTANT- NETWORKING AND COLLABORATION

Professionals blend of public sector as well as private sector exposure or autonomous organizations possessing the following educational qualification and experience

(a) Educational qualification and experience:

- Master's degree in related subject from a recognized University/reputed Institute. Ph.D desired
- The applicants should have outstanding academic credentials in their academic career
- 10 years of experience in leading firm pertaining to networking and collaboration with proven record of establishing networks and collaborations with Institutes of repute
- Good collaborator with ability to bridge internal and external clients, ability to influence at senior management, to engage and influence clients and o build productive working relationships
- Accomplished communicator with excellent interpersonal and influencing skills with experience of gaining commitment to complex concepts/opportunities
- Experience working in multicultural and multidisciplinary research environments
- Good interpersonal skills with experience of building an effective network of contacts at different levels in an organisation

(b) List of Duties/Responsibilities

- Assist the Director and Deputy Directors to achieve the mandate of the COE-FPO
- Promote networking among FPO's for business synergies and improve shared learning.
- Initiate and manage collaborations with premier institutions for enhancing visibility and quality of work and offerings of COE-FPO
- Implement activities (events, PR, publications, campaigns etc) for the visibility and salience of COE-FPO
- Co-ordinate policies and programmes with Horticulture Department and other allied development departments, farm universities, KVK's etc related mandate and functioning of FPO's
- Build strong networks with relevant development organizations, public and private sector institutions/organizations
- Develop a process of annual planning that establishes clear performance targets for policy advisory on FPO's

(c) Period of employment:- Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) Remuneration:- Negotiable based on the experience and expertise

(13) CONSULTANT - GENERAL ADMINISTRATION AND SUPPORT SERVICES

Professionals blend of public sector as well as private sector exposure or autonomous organizations possessing the following educational qualification and experience

(a) Educational qualification and experience

- Master's degree HRD/Personnel Management /Finance or Post graduate degree in management/finance from a recognised Institute /University with 10 years of experience in Administration/ Establishment/ Accounts/ Stores/Purchase in a Govt. Organisation/Public/Reputed Private Institution
- Knowledge of administrative/accounting rules and regulations in public/private sector organizations, computer applications/management information system.
- Experience working in multicultural and multidisciplinary research environments

(b) List of Duties/Responsibilities

- Provide administration / finance for the overall supervision and for efficient functioning of the COE-FPO's and its units
- Develop a process of annual planning that establishes clear performance targets administrative and finance of COE-FPO

(c) Period of employment:- Selected candidates shall have initial contract for one year with scope for further extension based on satisfactory performance

(d) Remuneration:- Negotiable based on the experience and expertise

(14) ASSISTANT ADMINISTRATIVE CUM ACCOUNTS OFFICER

(a) Eligibility Conditions: Personnel working under the State Government or State Farm Universities

(b) Educational qualification and experience:

- First class Bachelor's degree in related subject from a recognized University/reputed Institute and Master's degree preferable
- Experience as stenographer with proficiency in shorthand/knowledge in computers/book keeping and accounts management is essential
- Must have passed in accounts higher and general law part I & II with preference for candidates having knowledge of rules of both academic and administration besides Govt. Rules.
- Experience working in Institutes with general administration and support services
- PC literate including good MS Office skills and other applications

(c) List of Duties/Responsibilities

- Assist the Director and Deputy Directors to achieve the mandate of the COE-FPO
- Provide administration and shared support for efficient functioning of the COE-FPO's and its units

(d) Period of Deputation:- Period of deputation shall be for three years with scope for further extension for second term based on satisfactory performance.

(e) Remuneration: Rs. 28100-1200- 50,100 or as per State/University norms

(15) ADMIN ASSISTANT CUM COMPUTER OPERATOR

(a) Eligibility Conditions: Personnel working under the State Government or State Farm Universities

(b) Educational qualifications and experience:

- Bachelor's degree in related subject from a recognized University/reputed Institute with preference
- Experience working in leading firm general administration and support services
- Knowledge in computers and book keeping
- Experience working in Institutes with general administration and support services

(c) List of Duties/Responsibilities

- Assist the Director and Deputy Directors to achieve the mandate of the COE-FPO
- Provide administration and shared support for efficient functioning of the COE-FPO's and its units

(d) Period of Deputation:- Period of deputation shall be for three years with scope for further extension for second term based on satisfactory performance.

(d) Remuneration:- 16,000 -800 - 29,600/Scale appropriate

Sd/-
Director
Centre of Excellence Farmer
Producer Organization,
UHS-B Campus, GKVK,
Bengaluru-560065