Advertisement for recruitment under Farmer Producer Organisations (FPO's), SKUAST-Jammu

Applications on prescribed format are invited for Chief Executive Officer (CEO) (R.S Pura, Barnoti, Marheen, Bhaderwah) @ Rs. 25,000/-per month consolidated and Accountant (R.S Pura, Barnoti, Bhaderwah, Mandi, Basohli) @ Rs. 10,000/- per month consolidated under FPO's sponsored by NABARD and NCDC. The last date for receipt of applications in the Directorate of Extension, SKUAST-Jammu, through email (skuast.cbbo2021@gmail.com) is 20th of September 2023 (05:00PM). The detail advertisement, eligibility conditions & prescribed form can be downloaded from the University website www.skuast.org.

No: AUJ/DE-F-314/2023-24/1320-1321
Dt: 05-09-2023

Nodal Officer
Applications on prescribed format are invited for the temporary positions of CEO/Accountant in the Farmer Producer Organisation (FPO) promoted by SKUAST-Jammu, as detailed below:

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Name of the FPO/Place</th>
<th>Post</th>
<th>Emoluments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>J&amp;K Basmati Farmers Producer Cooperative Ltd. [R.S Purai]</td>
<td>CEO/Manager-01 (One)</td>
<td>Rs. 25,000/- per month consolidated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Accountant- 01(One)</td>
<td>Rs. 10,000/- per month consolidated</td>
</tr>
<tr>
<td>2.</td>
<td>Kohinoor Vegetable Growers Farmers Producer Cooperative Ltd. [Barnoti]</td>
<td>CEO/Manager-01(One)</td>
<td>Rs. 25,000/- per month consolidated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Accountant- 01(One)</td>
<td>Rs. 10,000/- per month consolidated</td>
</tr>
<tr>
<td>3.</td>
<td>Shiwalik Hills Honey Farmers Producer Cooperative Ltd. [Marheen]</td>
<td>CEO/Manager-01(One)</td>
<td>Rs. 25,000/- per month consolidated</td>
</tr>
<tr>
<td>4.</td>
<td>Bhadrakashi Fish Farmers Producer Cooperative Ltd (Bhadarwah)</td>
<td>CEO/Manager-01(One)</td>
<td>Rs. 25,000/- per month consolidated</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Accountant- 01(One)</td>
<td>Rs. 10,000/- per month consolidated</td>
</tr>
<tr>
<td>5.</td>
<td>Mandi Walnut Farmers Producer Cooperative Ltd (Mandi)</td>
<td>Accountant- 01(One)</td>
<td>Rs. 10,000/- per month consolidated</td>
</tr>
<tr>
<td>6.</td>
<td>Basohli Farmers Producer Cooperative Ltd (Basohli)</td>
<td>Accountant- 01(One)</td>
<td>Rs. 10,000/- per month consolidated</td>
</tr>
</tbody>
</table>

Qualifications for CEO:

**Essential:**

Graduate from any recognized university /Graduate in agriculture /agriculture marketing/ veterinary and animal sciences /agri-business management or BBA or equivalent. Locally available professionals with 10+2 and preferably diploma in agriculture /agriculture marketing/agri-business management or in such other related areas maybe preferable.

**Desirable:**

Experienced candidate will be given preference.

Qualifications for Accountant:

**Essential:**

The accountant should have educational qualification of 10+2 with Mathematics as a compulsory subject or alternatively with Commerce or Accountancy background.

**Desirable:**

Experienced candidate will be given preference.
KEY JOB RESPONSIBILITIES:

1. CEO/ Manager:
   I. Motivate farmers to become members of FPO and mobilize shares.
   II. Training to multiple stakeholders involved in the project and coordination with them.
   III. Conduct Need Assessment, Planning, and Evaluation meeting time to time.
   IV. Prepare the Training / Resource Material in the local dialect, participate as a resource person and/or arrange resource persons to train the farmers.
   V. Provide Forward and Backward Market Linkage to the farmers through Producer Company
   VI. Facilitate linkages with Agri University, KVKs, etc. for promoting Agriculture Extension Services.
   VII. Prepare a Bankable proposal and arrange finance for FPO.
   VIII. Facilitate Convergence of Government schemes
   IX. Promote producer groups / Companies to increase the bargaining power of farmers in the marketplace and to gain the benefits of market institutions, and commodity exchanges.
   X. Carry out market and commodity analysis, Feasibility Study to ensure better returns to Farmers.
   XI. Manage aggregation and disaggregation processes at Farmer Producer Organizations
   XII. To prepare business plans and detailed road map for FPOs.
   XIII. Regular reporting and documentation for activities conducted to higher management.
   XIV. Any other work assigned from time to time by the Senior.

2. Accountant:
   I. Accountant is required in FPO to look after its day-to-day accounting work.
   II. Book-keeping, monitoring spending and budgets.
   III. Preparing accounts and tax returns.
   IV. Compiling and presenting financial and increase profits.
   V. Any other work assigned from time to time by the Senior.

The application along with self-attested copies of the certificates should reach through e-mail: skuast.cbbo2021@gmail.com on or before 20.09.2023.

No: AUJ/DE-F-314/2023-24/13.20-1321
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Cc: -
   - DGM NABARD /M.Ds NCDC
   - SVC for kind information of the Hon'ble Vice Chancellor
   - Notice Board.
Application form

CEO/Manager / Accountant, FPO SKUAST-Jammu

1. Name of the candidate (IN CAPITAL LETTERS)

2. Parentage (IN CAPITAL LETTERS)

3. Sex

4. Date of Birth (as per records)

5. Marital status

6. Tick mark the appropriate Category

<table>
<thead>
<tr>
<th>General</th>
<th>SC</th>
<th>ST</th>
<th>OBC</th>
<th>Others</th>
</tr>
</thead>
</table>

7. Permanent address

8. Correspondence address

9. Academic qualification:

<table>
<thead>
<tr>
<th>Examination</th>
<th>University / Board / Institute</th>
<th>Class / Division</th>
<th>OGPA / Percentage</th>
<th>Year of Passing</th>
<th>Subjects</th>
</tr>
</thead>
</table>

10. Details of Professional Experience:

<table>
<thead>
<tr>
<th>Name of the Employer</th>
<th>Years of Experience</th>
<th>Nature of work</th>
</tr>
</thead>
</table>

11. Contact details

Mobile: __________________________ Email: __________________________

Declaration

I hereby declare that the information given by me in this application form is complete and true to the best of my knowledge and belief and that discrepancy / false information, if detected at any time before or after the interview / selection, I shall be bound to face action as per the decision of the employer.

Place: __________________________

Date: __________________________

Affix recent self-attested photograph

Directorate of Extension, Chatha, Jammu, J & K 180 009

"An institution for sustainable agriculture for food and nutritional security"