



**WEST ASSAM MILK PRODUCERS' COOPERATIVE UNION LTD.
ON BEHALF OF NORTH EAST DAIRY AND FOODS LIMITED**



Juripar, R.K. Jyotiprasad Agarwala Road, Panjabari, Guwahati – 781037

JOB INFORMATION:

Company	North East Dairy & Foods Limited (NEDFL)
Position	Sr. Manager/ Manager (Organic & Agri Business)
No. of positions	01
Qualification	Full time B.Sc (Agriculture)/ M.Sc (Agriculture)/ MBA (Agri-Business)
Experience	Minimum full time experience of 10 years for Sr. Manager and 7 years for Manager in commodity sourcing/ agribusiness/ organic value chain or similar activities. Candidates having knowledge of or having work experience in the field of Organic Production shall be preferred.
Job Location	Anywhere within Assam

Age: Not above **38 years as on 1st January, 2025**. However, relaxation may be given in case of appropriate or outstanding candidates.

Salary: CTC Rs.10.06 lakhs - Rs.11.14 lakhs per annum including P.F & other Contributions. (Negotiable and commensurate with qualification and experience)

MAIN PURPOSE: (captures essence of the job in brief):

To plan, strategize and execute actions for setting up and developing an organic business through Cooperatives/ FPOs/ FPCs, in Assam

MAIN RESPONSIBILITIES:

- Identify specific organic products or commodities for production, processing, sales and distribution in Assam.
- Map the organic crop production, storage and processing of Assam - Collecting data on agricultural practices, crop yields, and market trends for business planning and reporting to management and stakeholders.
- Assessment of market size of organic food products in Assam
- Assessment of existing players in Assam and North East in the area of organic production and marketing
- Liaison/ coordinate with National Cooperative Organics Ltd. (NCOL)
- Setting up of value chain for sourcing of certified organic produce (specific commodities) from producer groups/ FPOs.
- Coordinate with the farmer groups for promoting organic food production and align with NEDFL/ NCOL.
- Promote formation of new farmer groups in terms of Cooperatives/ FPOs/ FPCs for various agri commodities.
- Conducting awareness programs and training sessions for farmers on organic farming principles and practices, organic product certification requirements and processes.
- Collaborating with farmers, local communities, research institutions, and government agencies on organic agriculture initiatives
- Assisting farmers in adopting organic methods and resolving queries related to organic production
- Liaison with certification authorities for organic certification.
- Coordinate with various government agencies/ departments like Agriculture Department/ Horticulture Department/ Cooperation Department.
- Team building for the said job.
- Any other tasks delegated from time to time by the Reporting Officer.

JOB SPECIFICATIONS:

Skills/Attributes: Technical	• In-depth knowledge or working experience in the field of Organic Production. • Knowledge of regulatory aspects of organic food production, packaging and labelling
Skills/Attributes: Social and Managerial	• Good communication, presentation and inter-personal skills. • Analytical Skills & Team work and People Management Skills. • Proficiency (read, write, speak) in Assamese, Bengali, Hindi & English (any of two) is must. • Devoted to a task or purpose with loyalty or integrity Inspires teammates to follow them.

Reporting, Performance Review and Leave Terms:

- Will report to Managing Director, NEDFL.
- Performance will be reviewed as per Key result areas (KRA). The remuneration may be enhanced on an annual basis as per prevailing rules, which will be performance based.
- Will be eligible for paid leaves/Holidays as per the applicable norms/policy of NEDFL.
- For any authorized tour within the operational areas, he/she will be paid TA/DA as per norms/policy of NEDFL.

NEDFL reserves the right to post the selected candidate in any other location in business interest of the company.