



12. Experience details (Attach self attested photocopy of all the certificates) :

Sl. No.	Name & Address of Employer	Post & Nature of duties	Period of Service (Mention with Date, Month, Year)		Total period of service (Years, Months and Days)
			From	To	

13. Other information (if any) :

14. List of attachments (please specify) :

1.	2.
3.	4.
5.	6.
7.	8.
9.	10.

I, \_\_\_\_\_ hereby declare that the information mentioned above are true to the best of my knowledge. I also fully understand that if at any stage, any attempt to willfully conceal or misrepresentation of facts on my part is found, my candidature will liable to be summarily rejected or my employment may be cancelled.

Place :

Signature of Candidate

Date :

## **Terms of Reference**

### **1. Animal Husbandry Manager (AHM)**

**Salary per month:** ₹ 45000

**Required qualification:** Post Graduate/Bachelor degree in Veterinary Science Animal Husbandry

**Required experience:**

- A qualified Veterinarian/registered Veterinary practitioner having a valid Indian Veterinary Council registration.
- He/She should be an Indian citizen, preferably aged between 21-35 years of age with a working knowledge of the local language.
- He/She should have at least basic computer knowledge at least CCC.
- He/She will be paid ₹ 45000 per month (fixed) and employed for a period of 1 year which may be terminated/extended depending on the performance.
- He/She must have an experience of at least 3 years in the field of Animal Husbandry & Veterinary

## **2. Manager (Boar Semen Station)**

**Salary per month:** ₹ 45000

**Required qualification:** Post Graduate/Bachelor degree in Veterinary Science & Animal Husbandry

### **Required experience:**

- A qualified Veterinarian/registered Veterinary practitioner having a valid Indian Veterinary Council registration.
- He/She should be an Indian citizen, preferably aged between 21-35 years of age with a working knowledge of the local language.
- He/She should have at least basic computer knowledge at least CCC.
- He/She will be paid ₹ 45000 per month (fixed) and employed for a period of 1 year which may be terminated/extended depending on the performance.
- He/She must have an experience of at least 3 years in the field of Animal Husbandry & Veterinary

### 3. **Technical Officer at DMU –**

(Agriculture/Horticulture/AH &Vety./Land Resources, Soil and Water Conservation)

**Salary per month:** Rs 40,000

#### **Qualification:**

1. Postgraduate/ Bachelor degree in Agriculture/Horticulture/AH &Vety
2. B.E. (Civil Engineering) or B.Sc (Agricultural Engineering) for Land Resources, Soil and Water Conservation

#### **Experience:**

2 Years working experienced in Staff at Circle in Agriculture/Horticulture/AH&Vety/Land Resources, Soil and Water Conservation

**Location of Job:** SCRAM- DMU, Mizoram

**Reporting Line:** State Project Director (SPD) of FOCUS, SCRAM

**Relevant Training:** Proficient in computer applications particularly MS Office.

**Preferred Skills:** Ability to plan technical interventions for community institutions and monitor their progress. Good written and verbal communication skills.

#### **Job Description:**

- Develop, review, update, and oversee the implementation of Agriculture
- Horticulture/ Veterinary/ Soil and Water Conservation related activities proposed in the project and AWPB
- Promoting value chains in Agriculture, Horticulture, Livestock, Fisheries, and Forestry related sub sectors and work on the development/ strengthening of value chains as per AWPB
- Promote value chain activities specified in the AWPB on particular sector and subsectors
- Collaborate with Fisheries and Forest Department on fisheries and forestry related activities
- Promote livestock related livelihood activity in collaboration with Animal Husbandry department (Technical Officer Veterinary)
- Work closely with Deputy Directors - Agriculture, Horticulture, AH &Vety and LR,S&WC to conduct capacity building events and other initiatives proposed in the project
- Link Agriculture-Horticulture value chain products & enterprises to local and regional markets through trade fairs, product promotion events etc. and work in close coordination with Horticulture department for marketing of the Agri. Horti. Products (Technical Officers – Agriculture/ Horticulture)
- Undertake production and resource planning as per market demands with project stakeholders. Accordingly, production scheduling, adequate and timely input supply plan, quality checks, technology infusion for cultivation, harvesting and storage to be carried out.
- Develop the content & design of technical brochures, handouts, pamphlets & other printing materials in collaboration with institutions like FAO and ICAR

- Provide technical support to the District Level staff working on the same area of specialisation/ Sector/subsector

**Collaborative responsibilities:** Support Deputy Directors by/in

- Assisting in preparation of AWPB including Procurement Plan, its implementation, monitoring and reporting to IFAD, State Government and other Stakeholders
- Ensuring timely reporting of project activities and support for developing and maintaining the Project MIS
- Providing support for conducting Annual Outcome Surveys, Periodic surveys and Impact evaluations undertaken by the project and use the findings for designing future interventions
- Undertaking analysis of project interventions to identify key learnings and challenges and proactively share with IFAD and other stakeholders through newsletters, publications, website etc. for knowledge sharing
- Aligning project interventions to ensure compliance with the targeting and gender strategy of project
- Participating actively in staff self appraisal exercise undertaken by HR for addressing capacity building needs and career growth aspects

**Other responsibilities:**

- Make regular field visits to support VCs/ FIGs/ SHGs and project staff in preparation of plans, interaction with interested business partners and coordination with concerned stakeholders
- Follow the Code of Conduct including formal dress code to maintain the decorum of the Project
- Prompt response to telephone calls, SMS, e-mails and other communications related to tasks and responsibilities