

ICAR-INDIAN INSTITUTE OF MILLETS RESEARCH

RAJENDRANAGAR, HYDERABAD-500030

Ph:-- 040-24599310, Email:-iimrfpo@gmail.com

Virtual Interview

Applications are invited for the following posts purely on contractual basis in ICAR-Indian Institute Millets Research, Hyderabad-500030 through virtual interview on **23rd July at 10:30 A.M onwards.**

The eligible candidates are requested to send their duly filled in bio-data in the enclosed application format 'Annexure – I' and 'Annexure – II', along with scanned copies of the relevant educational & experience documents as a **single file** (PDF) by e-mail to iimrfpo@gmail.com on or before **18th July 2024**. **No other format of application will be considered. Incomplete applications without documents will be summarily rejected.** Only the short-listed candidates will be provided Zoom link on penultimate date of virtual interview via email.

Important Dates:

Submission of online application (Last Date): Till 5 PM of **18th July 2024**.

Online interview: **23rd July at 10:30 A.M** onwards.

What is necessary: Mobile phone or computer having internet facility with **Zoom app** is necessary to attend the interview (only for short-listed candidates will be allowed to join the meeting).

Name of the Project	Qualification	Name & number of position	Duration of appointment	Emolument
1) Capacity Building and Strengthening Value Chain for Upscaling Millet Production for Domestic and Export Markets (OMM –FPO Incubation Project)	<p><u>Essential Qualifications:</u> B.Com (Accounts) with 5 years accounting experience in ICAR & Govt. institutions, High end typing @45 WPM (or) Intermediate with 10 Years work experience in Accounting at ICAR and Govt. institutions, High end typing @45 WPM</p> <p><u>Desirable Qualifications :</u></p> <ul style="list-style-type: none">• Knowledge of accounting,• Verification of bills with reference to rules and regulations and accounting entries as per requirement• Preparation of Financial Statements i.e., Trial Balance, Income and Expenditure Account, Receipts and Payment Account and Balance at regular intervals• Preparation and presentation of budgets and reports• Ensuring the accuracy of annual financial documents, as well as their	Accountant (1 Position)	Initially for a period of one year extendable based on performance during the project period.	Rs. 20,000/- Per Month (Consolidated and Fixed).

	compliance with relevant laws and regulations			
2) Capacity Building and Strengthening Value Chain for Upscaling Millet Production for Domestic and Export Markets (OMM –FPO Incubation Project)	<p>Essential Qualifications: Candidates with B.Sc.(Agriculture) (or) Post-Graduation in Agriculture from recognized university and 1-2 years of experience</p> <p>Desirable: Experiences in organizing millet trainings, exposure to millet POP, Microsoft office, good communication skills in English and Hindi, operational knowledge in millet business, database management, diploma or certificate course in MS office.</p>	Young Professional–I (Two Positions)	Initially for a period of one year extendable based on performance during the project period.	Rs. 25,000/- Per Month (Consolidated and Fixed).
3) Capacity Building and Strengthening Value Chain for Upscaling Millet Production for Domestic and Export Markets (OMM –FPO Incubation Project)	<p>Essential Qualifications: Post-Graduation in Agriculture Entomology/Plant protection/Agribusiness Management/Agriculture Economic/Agriculture Extension from recognized university with 1 year experience</p> <p>Desirable:</p> <ul style="list-style-type: none"> • Knowledge of plant and soil sample chemical analysis and field experimentation • Proficiency in conducting FLDs, field trials, crop production, data collection, literature collection, research paper drafting skills, power point presentation preparation 	Young Professional –II (One Position)	Initially for a period of one year extendable based on performance during the project period.	Rs. 35,000/- Per Month (Consolidated and Fixed).
4) Capacity Building and Strengthening Value Chain for Upscaling Millet Production for Domestic and Export Markets (OMM –FPO Incubation Project)	<p>Essential Qualifications: Post-Graduation in Agronomy/Genetics and Plant Breeding/Agribusiness Management/Agriculture Economic/Agriculture Extension from recognized university with 1 year experience</p> <p>Desirable:</p> <ul style="list-style-type: none"> • Knowledge of plant and soil sample analysis and field experimentation. • Proficiency in conducting FLDs, field trials, crop production, data collection, literature collection, research paper drafting skills, power point presentation preparation 	Young Professional –II (One Position)	Initially for a period of one year extendable based on performance during the project period.	Rs. 35,000/- Per Month (Consolidated and Fixed).

5) Capacity Building and Strengthening Value Chain for Upscaling Millet Production for Domestic and Export Markets (OMM –FPO Incubation Project)	<u>Essential Qualifications:</u> Post Graduation in Agribusiness Management/ Rural Management/ Agricultural Extension/ Agricultural Economics/ Agronomy/ Genetics and Plant Breeding from recognized university (with ICAR Accreditation) & 2 Years working experience with FPOs/SHGs/Farmers and with good publications <u>Desirable:</u> Ph.D. In relevant Subject Working Experiences with FPOs, Technology Dissemination, organizing trainings, Development of Millets based business plans, Formation & Promotion of FPOs, Reporting, ,Expert in Marketing, Business, Branding, Processing & Value addition , ready to travel Odisha	Research Manager (One Position)	Initially for a period of one year extendable based on performance during the project period.	Rs. 50,000 /-Per Month (Consolidated and Fixed)
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Terms and Conditions:

1. The above posts are purely temporary and on contractual basis till the end of project period. The selected candidates **shall not claim for regular appointment/absorption in ICAR-IIMR** or funding agency at the end of the project. Selected candidates need to travel for data collection, handholding & business plan development of FPOs.
2. The age limit of above position is up to 35 years as on the date of interview. The relaxation in upper age limit is five years for SC/ST/women candidates and three years for OBC candidates as per rules.
3. The duly filled-in application form (as per the format-Annexure I & II enclosed (If Applicable) with photograph affixed on it and signed, should be sent to iimrfpo@gmail.com by **on or before 18th July 2024**.
4. All the relevant original testimonials (date of birth, degree certificate, experience certificate, etc., if any) are to be shown and a set of attested copies of all the certificates will be required to be submitted by the candidates for verification, before joining, if selected. If any candidate is found to have submitted false information/claims at any stage, their candidature will be summarily rejected and appointment will be terminated if found during project period.
5. No objection and experience certificate are required from the employer, in case he/she is employed.
6. For short-listed candidates' interview will be held virtually via Zoom Platform on **23rd July 2024 at 10:30 A.M** onwards.
7. The online reporting time for interview will be communicated individually. The candidates shall adhere to the instructions and timings of joining the virtual interview. The candidate/s may be required to wait for the access as per the waiting list and the details of which will be communicated through email.
8. The candidates are advised to ensure good internet connectivity for the smooth conduct of the interview and download the relevant software to connect the link, IIMR doesn't take any responsibility if someone misses interview on these reasons
9. No TA/DA/ any other expenses will be paid during the joining of respective job after once selected based on the performance in the interview.

10. It may be noted by the candidate intending to attend the online interview, if any of his near or distant relative is an employee of the ICAR - IIMR, have to declare his/her name, designation, nature of duties, relationship in writing (Annexure-II) along with the form application so as to reach us by **on or before 5: 00 PM of 18th July 2024**. If any such certificate and or declaration is furnished on the date of interview and found that his relative is an employee of ICAR - IIMR, such candidate will not be allowed to appear for the interview. Moreover, even after joining, if the information is found to be false, her/his candidature is liable to be rejected and/or termination of contract. All the other candidates are also required to compulsorily submit the scanned declaration duly signed in the format (Annexure-II) along with other documents through e-mail.
11. In case of non-availability of candidates with above mentioned eligibility, preference will be given to candidates having working experience with FPOs/Extension activities.
12. In case of any disputes, it will be resolved within the jurisdiction of Hyderabad, Telangana court only.

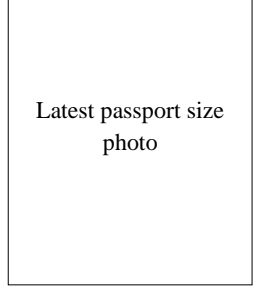
Sd/-
PI of the project

PROFORMA (Annexure I)

APPLICATION FOR THE POST OF: _____ *(On contractual Basis)*

Project: Name _____

1. **Name in Block letters:** _____
2. **Father's / Husband's name:** _____
3. **Date of Birth & age:** _____; _____ years.
4. **Postal address for correspondence: Present & Permanent.**



5. **Mobile no:** _____; **Aadhar No:** _____;
email: _____

6. Educational Qualifications:

Sl. No.	Qualifications	Year of passing	Board/ University	Marks (% /GPA)	Remarks (if any)
1.	Matriculation / SSC/10th				
2.	Intermediate / HSC/10+2				
3.	Graduation				
4.	Post-Graduation				
5.	Ph.D.				

7. Prior Experience (if any):

Sl. No	Name of the Organization/ Institute	Post	From To	Drawn Salary	Remarks
1.					
2.					
3.					
4.					

8. Additional Information which you would like to mention or Additional Sheet may be used

a. Additional Academic/ professional Qualifications:

b. Training

c. No. of Research Publications / reports / special projects:

d. No. of Awards/ Scholarships/ Official Appreciations:

e. Affiliation with professional bodies/ institutes/ Societies: _____

f. Any other information: _____

9. Whether belongs to SC/ST/OBC/OC/PH/Ex-servicemen (as per GoI norms) _____

Note: Send separate annexures wherever needed

SELF DECLARATION

I _____, Son/ Daughter of _____ hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if Information given by me is proven false/ not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn and I may be terminated from the services without assigning any reasons.

Date: ___/___/___

Place: _____

Signature of the Candidate

DECLARATION

I _____, hereby declare that **none of my near or distant relative is an employee of the ICAR-Indian Institute of Millets Research (IIMR)**. If found otherwise and in the event of non-declaring the same as prescribed in the advertisement, my candidatures the interview and my selection to the post be cancelled.

Date:

Signature of the Candidate

Place:

(OR)

I _____, hereby declare that am willing to attend the online interview at ICAR- IIMR, Hyderabad. The following particulars of my relative(s) working in ICAR is/are furnished as per the requirement of the advertisement for attending the interview:

Name:

Designation:

Relationship:

Date:

Signature of the Candidate

Place: