



**National Institute of Food Technology Entrepreneurship and Management (NIFTEM),
Kundli, Sonapat, Haryana**



Advertisement No. N/HR&/H/2020/17

Dated: 09.10.2020

Re-Advertisement for Contractual Positions for Project Management Unit (PMU) under PM FME Scheme

The NIFTEM invites applications for following positions purely on Contract Basis from Indian Nationals for Project Management Unit (PMU), NIFTEM. Applicants with good academic record, relevant experience and working in related area are encouraged to apply.

Details of the Positions with Qualifications, Experience, Total Emoluments etc. are as under:

S. No.	Position	No. of Posts	Total Emoluments (All Inclusive) Per month	Qualification, Experience & Upper Age Limit	Roles & Responsibilities
1.	Team Leader	01	Rs. 1,75,000/-	<p>MBA/Master's degree in Public Administration or Rural Development or PGDM with Specialization in Agri/Food Business or Rural Management//from Recognized Universities/Institutions.</p> <p>Experience: More than 10 years of experience in managing development projects preferably in Food Processing or Agri- Business Development or Rural Development or MSME, out of which 3-5 years in leadership role.</p> <p>Age: 45 years max.</p>	<ul style="list-style-type: none">➤ Overall management and establishing full functionality of PMU as planned and ensuring project triggers are met;➤ Periodic reporting of the overall performance of project to NIFTEM/IIFPT and Ministry;➤ Establishing clear working relationship with State Nodal Agencies (SNAs)/ Key Stakeholders and ensuring flow of information, Discussions and Feedback among the various stakeholders of the project;➤ Preparing Project Implementation Plan (PIP);➤ Ensuring setting up of State PMU and demonstrating sufficient technical and managerial support to States/UTs to efficiently manage project Implementation;➤ Facilitation in preparation and implementing of State Level

					<p>Upgradation Plan (SLUP) and Districts level plans;</p> <ul style="list-style-type: none"> ➤ Convening meetings and putting forth issues to be decided upon from time to time during the implementation of the project; ➤ Any other work assigned by the Competent Authority.
2.	Consultant (For preparation of course material DPR, etc for the entire training).	01	Rs. 1,10,000/-	<p>Essential: Master's degree in Food Technology/Food Engineering/Agricultural Economics/PGDM with Specialization in Agri/Food Business Management from Recognised University/Institute.</p> <p>Experience: More than 5 years' experience in preparing DPRs/bankable projects, providing consultancy services to FPI (preferably to Micro Enterprises) for technology Upgradation, new project development, and experience in preparing course material, desirable.</p> <p>Age: 40 years max</p>	<ul style="list-style-type: none"> ➤ Preparation of DPRs/Bankable Projects for Micro Enterprises of course curriculum and course material for training modules. ➤ Identifying Capacity-Building needs at all levels and procuring necessary inputs from SNA and preparing training modules and materials for the same and organizing training wherever needed for capacity building. ➤ Any other work assigned by the Competent Authority.
3.	Consultant (For A/V content development and teaching material for online classes)	01	Rs. 1,10,000/-	<p>Master's degree in Visual/Mass Communication/ Journalism/ Electronics and Communication from Recognised University/Institute.</p> <p>Experience: More than 5 years' experience in Planning and Overseeing EIC Campaign for National Programme for masses/beneficiaries at grass root level.</p> <p>Age: 40 years max</p>	<ul style="list-style-type: none"> ➤ All Internal & External Communication, For example: Creation of visual identity for the project; ➤ Communicating refined and revised project implementation guidelines as appropriate; ➤ Maintaining close link with SNA/of IEC material for dissemination of lessons & experiences; ➤ Organizing inter-state Exchange Programmes between the States to study and for replication of best practices; ➤ Any other work assigned by the Competent Authority.

General Instructions:

1. The Positions are purely on Contract basis with probation of 6 months. Performance of the appointed persons would be evaluated every year for extension. Terms and conditions of appointment in the present notification be referred to.
2. The eligible and interested persons are required to apply online in the format available on the NIFTEM's website www.niftem.ac.in. Only online applications will be accepted.
3. Applicants are requested to kindly upload the photograph, scanned copies of all certificates, mark sheets, Ph.D., certificate containing the record of date of birth , experience etc.
4. Incomplete application form without scanned signatures and other documents shall be summarily rejected. NIFTEM shall not entertain any correspondence in case of incomplete information and evidences.
5. **NIFTEM reserves the right to:**
 - i. Not to fill up any of the advertised position(s).
6. No correspondence regarding consideration of late applications will be entertained.
7. The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview. Where the number of applications received in response to an advertisement is large and it will not be convenient or possible to interview all the candidates, NIFTEM, at its discretion, may restrict the number of candidates to a reasonable limit on the basis of qualifications/experience higher than the minimum prescribed in the advertisement.
8. All eligible candidates may be asked to appear in a written examination that may consist of objective/short question plus an essay to asses general writing skill and logical presentation of ideas appropriate to the post for short listing of the candidates. The candidates are required to familiarise themselves with PM FME Scheme available in the website of MoFPI.
9. Advt. No., Position number and Position applied for should be clearly indicated in the online application form. Candidates must ensure the same before applying online.
10. Separate online Application Form is required to be filled up for each **position**.
11. The eligibility of the candidates will be determined on the basis of qualifications/experience etc. acquired by them up to the last date fixed for receipt of online applications.
12. NIFTEM reserves the right to modify/withdraw/cancel any communication made to the candidate(s) at any stage in the process of selection in case any inadvertent mistake is detected even after issue of appointment letter.

13. The advertisement and online application form shall be uploaded on the NIFTEM's website on **13.10.2020** and the **last date for submission of applications completed in all respects shall be 27.10.2020 up to 18 hours. (6.00 pm)**.
14. The applicants are requested to submit the application online along with all the prescribed documents/evidences within the time line.
15. As per the UGC communication dated 21st September 2016, *“if the M.Phil/Ph.D. degree is awarded by a Foreign University, the Indian Institution considering such a degree shall refer the issue to a Standing Committee constituted by the concerned institution for the purpose of determining the equivalence of the degree awarded by the foreign University”*.
16. In case of any difficulty in submitting online application please contact at 0130 - 2484095.
17. Interviews may be held either in Person or through Video Conferencing.

No request for change of position(s) and update of new information in the application form will be entertained after the last date of application.

Only SMS alert/email shall be sent for calling the shortlisted candidates for interview.

Note:

1. **There is a Non-refundable application fee of Rs. 500/- for all candidates. The same shall be paid online (Debit/Credit Card/Net Banking) while filling the online application form.**
2. **There is no application fee for PWD candidates.**