

BALIAPAL JUTE FARMERS PRODUCER COMPANY LIMITED.

Corporate ID No. U13129OD2023PTC043797

E-mail: fpobaliapaljute2023@gmail.com

Letter No. 2453/ORMAS

Date 02/03/2024

Advertisement

Application is invited from eligible candidates for the post of Chief Executive Officer and Accountant of Balasore Jute Farmers Producer Company Ltd. (BJFPCL), Near Baliapal Block Office, Mauza- Kachuapada, Baliapal, Balasore-756026. The Detailed advertisement along with term and condition may be downloaded from the following websites- www.baleswar.nic.in from 04/03/2024 to 11/03/2024. The last date and time of receipt Applications 11/03/2024 up to 05.00 PM through Reg-Post/ Speed Post/ Courier/ Email: fpobaliapaljute2023@gmail.com only.

The Chairman, BJFPCL, Balasore reserves the right to reject any or all Applications without assigning any reason thereof.

Laxmi Priya Sahoo
Managing Director
Baliapal Jute Farmers
Producer Company Ltd.





RECRUITMENT ADVERTISEMENT

Baliapal Jute Farmers Producer Company Ltd.

Near Baliapal Block office, Mauza-Kachuapada, Po-Bada simulia, Khata no-181,
Baliapal, Balasore-756026

Positions	Total Nos.	Qualification	Age Limit	Experience in Yrs.	Remuneration per month
Chief Executive Officer	01	Graduate in agriculture / agriculture marketing / 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 may be preferable	23-35	1+ Years	25,000/-
Accountant	01	10+2 with Mathematics as a compulsory subject or alternatively with Commerce or Accountancy background.	23-30	1+ Years	10,000/-

Baliapal Jute Farmers Producer company Limited invites applications from eligible candidates for contractual engagement for the following posts:

* Performance Incentive will be given based on the achievement of targets and profit of Producer Company.

1. Details of role, responsibilities, qualifications, and other eligibility criteria for each position and application forms are available at the notice board of Collectorate/ Zilla parishad, Balasore.
2. Documents in support of identity, qualifications, experience, etc., must be produced in 'original' as and when required.
3. The selection process will consist of short listing of candidates based on academic qualifications and experience & skills, followed by personal interview.
4. The prescribed eligibility conditions, age, qualifications, and experience, etc., should have been acquired as on the application closing date.
5. Only shortlisted candidates will be informed about the further selection process through text messages and email. Applicants should ensure that the mobile number and email-id given in the application form is active.
6. The eligibility criteria for selection may be changed based on the number of applications received, without assigning any reason thereof.
7. Interested candidate may send their filled applications to **Balasore, Zilla Parishad, Balasore, Fandi chhak, Balasore, Odisha, Pincode-756001**, by Speed post/courier or may send by e-mail to fpobaliapaljute2023@gmail.com on or before.



Job Descriptions

1. CEO- Farmer Producer Organization (FPO)

Location	Baliapal Block office. Baliapal-756026
Roles	CEO to administer FPO activities and day to day business with a sole objective to make the FPO economically sustainable
Reporting	Board of Directors of the FPO
Key Responsibilities	<ul style="list-style-type: none"> • Managing the overall operations and resources of FPO on daily basis • Making major company decisions with approval from BoDs • Acting as the main point of communication between the board of directors (the board) and company operations and being the public face of the company • Launching new products or services of the company • Finding new business opportunities • Cultivating deeper customer relationships • Overseeing and monitoring company and financial matters • Facilitate use of digital tools and technology where necessary to bring efficiency in operations • Leading the development of the company's short- and long-term strategy.
Qualification	<ul style="list-style-type: none"> • Should be either graduate in agriculture / agriculture marketing / 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 may be preferable • If any member of SHG or her family members meet the above criteria, they may be considered preferably in the selection process
Experience	1+ years of experience of working for farmers at grass root-level
Remuneration	Maximum up to Rs.20,000/- Per month (Rs.20,000/- Fixed Salary + Rs.3,000/- TA/DA + Rs.2000/- performance Based) with annual increment up to 5% is to be provided on performance basis.



2. Accountant - Farmer Producer Organization (FPO)

Location	Baliapal Block office, Baliapal-756026
Roles	Accountant to look after its day-to-day accounting work
Reporting	CEO of the FPO
Key Responsibilities	<ul style="list-style-type: none">• Recording daily business transactions of FPO in accounting software• Inventory Management• Asset Management• Dealing with Banks• Prepare financial records for Auditing• Manage Compliances pertaining to TAX and RoC
Qualification	<ul style="list-style-type: none">• Should have educational qualification of 10+2 with Mathematics as a compulsory subject or alternatively with Commerce or Accountancy background.• Knowledge of accounting software (tally etc) is must• If any member of SHG or her family members meet the above criteria, they may be considered preferably in the selection process
Experience	1+ years of work experience as an accountant handling financial transactions with exposure to accounting software's
Remuneration	Maximum up to Rs.10.000/-month with annual increment up to 5% is to be provided

PLACE OF POSTING:

The place of posting for Chief Executive Officer & Accountant will be the office of Farmers producer Company, at BJFPCL.

HOW TO APPLY

- A self-attested copy of documents in support of Identity, Qualification, Experience, Age proof, Cast Certificate, etc., to be attached with the application form. Don't enclose any original document.
- Candidates shall have a valid personal e-mail (ID) and mobile number, which should be kept till the recruitment process is over.
- Application and necessary documents should reach us through **Registered Post / Speed Post / Courier by 11.03.2024 time 5.00 pm.**
- Application and necessary documents will be submitted to **ORMAS, Balasore, c/o – Zilla Parishad, Balasore, Near Fandi Chhak, Balasore, Odisha. Pin – 756001.**
- Application May be sent via Courier/speed post/E-mail before the candidates.(E-mail- fpobaliapaljute2023@gmail.com)