

HOWRAH COOPERATIVE MILK PRODUCERS' UNION LIMITED

429, G.T.Road (North), Howrah-1, Ph.03214264193

Notice

Online application are hereby invited only through the Website of Howrah Zilla Parishad (www.howrahzilaparishad.in) from the eligible Indian citizen for the post of one **Technical Officer** for Howrah Milk Union, Howrah, on purely temporary and contractual basis.

For details please refer the Website : www.howrahzilaparishad.in and Website : www.benmilk.com on and from 10.09.2018 to 26.09.2018.

Online application to be Submitted during 10.09.18 to 26.09.18 through the website of Howrah Zilla Parishad only.

H.P. Sen,

Managing Director

Howrah Milk Union



HOWRAH COOPERATIVE MILK PRODUCERS' UNION LIMITED

(A Govt. of West Bengal Project under IDDP-III, Registration No. U/H/60 of 2007)
Head Office: Shyampur Bulk Milk Cooling Unit (Near Shyampur BDO Office)
Shyampur, Howrah – 711314, Phone No. 03214 264193,
Mail: hmuvbmps@gmail.com

Modalities for recruitment of Technical Officer for Howrah Milk Union.

Job Title : Technical Officer
Nature of Appointment: On Contract.
Remuneration : Rs. 19000.00 p.m.(consolidated)
Selection Procedure : -interview

Skill and Qualification :

- Bachelor Degree in Veterinary Science/ Food Technology / Dairy Technology from a recognized university with 2 years experience, preferably in a milk industry.
- Strong interpersonal skills and ability to establishment working relation with various stakeholders and influencing skills with the ability to communicate various levels.
- Ability to work in an organized and timely manner, ability to work in a team and to lead a team.
- Ability to coordinate various training programmes efficiently.
- Organizational skills with the ability to manage competing tasks and to meet deadlines.
- Good oral and written communication skills in both Bengali & English.
- Adequate Computer knowledge i.e. operating/using MS Office (Work/Excel, Power point) and internet including writing e-mails.
- Willingness to travel extensively in the rural areas, and if required, stay in villages during the field visits.
- Willingness to attend training programmes, seminar, workshop in places within and outside as required.

Major Roles :

- Community mobilization and gender sensitization with awareness creation.
- To look after milk procurement activities of Howrah milk union intensively.
- Adequate knowledge for manufacturing value added products like ghee, paneer, lassi etc.

Specific Roles and Responsibilities :

Conduct meetings/gramsabhas with target group in the project area for explaining them about project and benefits of Dairy Cooperative Societies (DCS).

- Mobilize and persuade women farmers for organizing all women DCS, as well as increasing the women membership in strengthened DCS under VBMPS and maintaining record of the same.
- Encouraging more women to take leadership roles in governance of village level institution.
- Organize meetings and facilitate the selection of Management Committee (MC) and secretary.
- Ensure documentation of all related activities in soft and hard (documentation for DCS organization and registration).
- Coordinate for organization of training programs for MC and DCS secretary and organize Awareness program on Clean Milk Production (CMP) at village level.
- Ensuring greater participation of women in Farmers Induction/Orientation Program/CMP awareness programmes.
- Conduct monitoring activities, data collection and reporting.
- Develop weekly updates and monthly report on the assigned task and submit to reporting officers.

Key Expectation: He/She is expected to arrange mobilization and spread awareness among women milk producers for organizing society coordination for various training program.

H.P. Sen.
For Howrah Cooperative Milk
Producers' Union Limited
Managing Director