

Project Coordination and Management Unit		
1	Associate (Legal) – 1 Post (Headquarter - PCMU, Pune)	
	Job description	<ul style="list-style-type: none"> • Provide legal analysis in respect to all relevant aspects of laws, regulations and a wide range of multi-discipline and conflicting legal matters that may arise; • Provide legal opinions based on the clear analysis of the land, labour, company laws etc.; • Assist in the development and drafting of legal documents, regulations MoU, grant agreements etc.; • Develop, as requested, technical briefing papers and presentations on key legal issues; • Provide legal analysis of key issues as required; • Produce and deliver oral and written presentations on legal issues as required; • Draft and produce regular progress reports and event based reports as required; • Perform any other duty assigned by the PD/APD from time to time
	Qualification	Graduate in Law /Company Secretary
	Experience	Minimum 3 years' experience of which 2 years in company affairs. Preference will be given to the candidate having work experience in World Bank or externally aided project.
	Age	Age of the candidate should not be more than 45 years as on 1 st August 2024
	Remuneration	Per month - Upto Rs. 60,000/-
2	Associate – Civil 1 Post (Headquarter - PCMU, Pune)	
	Job description	<ul style="list-style-type: none"> • To provide technical guidance and analyse Techno Economical viability of civil works proposed in subprojects. • To assist in procurement process and assure the standards/specifications of civil works at CBO level. • Site inspections, verification of MB and records related to civil works as per the need of the project. • To provide assistance to field functionaries for rollout sanctioned subprojects. • Prepare and maintain various reports, data as per Project requirements. • Perform any other duty assigned by the PD/APD from time to time.
	Qualification	Diploma/Graduation in civil engineering
	Experience & Skills	Minimum 3 years' experience of which 2 years in Civil Engineering works related to agriculture. Preference will be given to the candidate having work experience in World Bank or externally aided project.
	Age	Age of the candidate should not be more than 45 years as on 1 st August 2024
	Remuneration	Per month - Upto Rs. 60,000/-
3	Associate - Monitoring & Evaluation (M&E)- 1 post	
	Job description	<ol style="list-style-type: none"> 1) Prepare indicators for monitoring & evaluation mechanism for the project and conduct studies for that. 2) Provide M&E related inputs for preparation of Project Implementation Plan and Operational Manuals. 3) Assist M&E Expert for all monitoring and evaluation project activities during the project implementation period. This includes developing a framework aligned with the overall M & E of the project, finalizing both process and performance indicators to be monitored by the project, overseeing the design and implementation of data collection activities.

		<p>4) Assist M&E Expert to undertake regular analysis and reporting on M&E. Regular reporting will involve reporting on project performance and identifying any bottlenecks occurring in project implementation.</p> <p>5) Assist M&E Expert for coordination with all project related M&E activities of the various line departments involved in the Project and the Project Coordination & Management Unit.</p> <p>Publish the success stories of the projects.</p>
	Qualification	Post graduate degree in Economics/ Agriculture Economics from recognized University / institution.
	Experience & Skills	Minimum three years' experience of which 2 years in Monitoring & Evaluation of State/ National level projects. Preference will be given to the candidate having work experience in World Bank or externally aided project.
	Age	Age of the candidate should not be more than 45 years as on 1 st August 2024
	Remuneration	Per month - Upto Rs. 60,000/-
4	Associate (Access to finance) – 1 Post (Headquarter - PCMU, Pune)	
	Minimum Educational Qualification	Graduate in Commerce/Agriculture & allied field with MBA or equivalent /Graduate in ABM
	Experience	Minimum 03 years experience of which 2 years in Finance. Preference will be given to the candidate having work experience in World Bank or externally aided project.
	Job description	<ul style="list-style-type: none"> • Preparation of rating tool for credit rating of the Project CBOs and guide to relevant stakeholders for credit rating of the CBOs. • Submission and acceptance of Rating Tool for credit rating of the Project CBOs and guide to relevant stakeholders for credit rating of the CBOs. • Facilitate and guide to RIUs & DIUs for monitoring of credit rating reports with working capital need assessment of CBOs participating in the subprojects. • Facilitate and guide to RIUs & DIUs for preparation & submission of Full Project Proposal (FPP) to FIs/Banks for appraisal and get in principle, loan sanction, as per requirement of CBOs. • Facilitate and guide to RIUs & DIUs for preparation and submission of loan applications to FIs /Banks and obtain the necessary loan sanctions, as per requirement of CBOs. • Assistance in credit linkages for CBOs with Banks/NBFCs for lending to CBOs for working capital and structuring short term lending products. • Organizing stakeholder forums and seminars and workshops, B2B meets, Bankers meets, related to credit lending with Banks/NBFCs. • MoUs with Banks and NBFCs for credit linkages. • Responding to all bankers queries related to CBOs loan sanction. <p>Perform any other duty assigned by the PD/APD from time to time</p>
	Age	Age of the candidate should not be more than 50 years as on 1 st August 2024
	Remuneration	Per month - Upto Rs. 60,000/-
5	Assistant – 1 Post (Headquarter - PCMU Pune)	
	Job description	<ul style="list-style-type: none"> • Assist the concern officer for performing all official duties • Receipt and dispatch of all correspondence and making daily entries in inward and outward registers. • Prepare file and put up the correspondence for perusal of seniors. Initiate action as directed by the head of the office. • Plan and organize office meetings / workshops / seminars etc. and documentation of the same. • Maintaining account / Distribution of all hardware and dead stock procured by the project as per orders.

	<ul style="list-style-type: none"> • Manage various contracts with services provider, examine the bills and present the same for payment before the relevant authorities. • Maintain the office records. • Provide necessary information and document for audit examination to the Auditor. Perform any other duty assigned by the PIU head from time to time
Qualification	Graduate with MSCIT, English 40wpm & Marathi 30wpm typing speed certificate.
Experience	Minimum 02 years experience in office assistance
Age	Age of the candidate should not be more than 40 years as on 1 st August 2024
Remuneration	Per month – Up to Rs. 40,000/-

Project Implementation Unit – Agriculture		
1	Supply Value Chain Expert – 1 Post (Headquarter - Project implementation unit, Agriculture - Director ATMA, Pune)	
	Minimum Educational Qualification	Graduate in Agriculture & allied field with MBA (Marketing) / PGDM (Marketing) / PGDABM.
	Experience	Minimum 03 years experience of which 2 years in Agriculture commodity Supply / Value Chain Management. Preference will be given to the candidate having work experience in World Bank or externally aided project.
	Job description	<ul style="list-style-type: none"> • Create data bank of institutional buyers & new markets. • Guide RIU's & DIU's for CBO market linkages. • Analysis of Value Chain/Supply Chain of major commodities for issues and interventions. • Find cost-effective solutions for Value/supply chain development. • Train and guide RIU's & DIU's on Value Chain / Supply Chain Development. • Handholding of stakeholders for preparation of Full Project Proposal (FPP) • Evaluation of FPP as per Project guideline. • To provide assistance to field functionaries for rollout sanctioned subproject. • To provide assistance to field functionaries for implementation of extension activities i.e. Value Chain Development School (VCDS) • Resolve timely issues that come up while implementation. • Prepare and maintain various reports, data as per Project requirements. • Evaluate and report on KPIs • Perform any other duty assigned by the PIU head from time to time
	Age	Age of the candidate should not be more than 45 years as on 1 st August 2024
	Remuneration	Per month - UptoRs. 75,000/-

Project Implementation Unit – Agriculture		
Project Implementation Unit – MSAMB, Pune		
1	Accountant – 1 Post	
	Minimum Educational Qualification	B.Com with computerized accounting course in Tally & MSCIT. Preference will be given to candidate having M.Com and Diploma in Taxation and Law.
	Experience	Minimum 3 years experience of which 2 years in accounting with tally software. Preference will be given to the candidates having work experience in World Bank or externally aided project or having good typing skill of English and Marathi.
	Job description	<ul style="list-style-type: none"> • Data entry in Tally for SMART project and bank reconciliation. • Data entry in MIS for SMART project and bank reconciliation • Maintenance of various books of accounts • Furnishing record to auditors • Preparation and submission of quarterly IUFR to world bank • Preparation and submission of Annual PFS to world Bank • Internal and external Audit • Making Third party payment through PFMS (Maker) • Preparation of Annual and Revised Budget.
	Age	Age of the candidate should not be more than 40 years as on 1 st August 2024
	Remuneration	Per month - UptoRs. 35,000/-

Regional Project Implementation Unit (RIU)		
1	Economist & Financial Advisor 1 Post	
	Job description	<ul style="list-style-type: none"> • To guide CBOs for preparing bankable subproject proposals • To assist CBOs for getting bank loan. • Evaluate business proposals of CBOs for Economic and Financial feasibility. • Impart training to project officials and staff regarding preparation and evaluation of business proposals. • Preparation of knowledge materials and products linked to the business development. • Dissemination of best practices and cross learning across clusters, districts and states • Participate in workshops and learning/exchange forums as needed. <p>Perform any other duty assigned by the RIU head from time to time</p>
	Qualification	Graduate with MBA in Finance/ MBA in Banking and Finance / PGDABM / PGDM in Banking & Financial Services or CA
	Experience	Minimum 3 years experience of which 2 years in project preparation, economic and financial analysis of projects of Agribusiness and entrepreneurship development. Preference will be given to candidates having experience in world bank or externally aided project.
	Age	Age of the candidate should not be more than 45 years as on 1 st August 2024
	Remuneration	Per month – Upto Rs. 75,000/-
2	Accountant (1 post)	
	Job description	<ul style="list-style-type: none"> • To compile quarterly work plan and budget and procurement plan. • Coordination and hand holding for implementation of Tally at PIU Level. • Data entry in Tally for SMART Project and bank reconciliation. • Data entry in MIS for SMART Project and Tally reconciliation. • Maintenance of Various Books of Accounts. • Furnishing record to Auditors. • To complete any assignment related to project. <p>Perform any other duty assigned by the RIU head from time to time</p>
	Qualification	B.Com, with Computerised Accounting Course in Tally with MSCIT.
	Experience	Minimum 02 years experience of which 1 year in Accounting with Tally Software. Preference will be given to the candidate having work experience in World Bank or externally aided project and having good typing skill of English & Marathi.
	Age	Age of the candidate should not be more than 40 years as on 1 st August 2024
	Remuneration	Per month – Upto Rs. 25,000/-
	Assistant (3 posts)	
	Minimum Educational Qualification	Graduate with MSCIT, English 40wpm & Marathi 30wpm typing speed certificate.
	Experience	Minimum 02 years experience in office assistance
	Job description	<ul style="list-style-type: none"> • Assist the concern officer for performing all official duties

		<ul style="list-style-type: none"> • Receipt and dispatch of all correspondence and making daily entries in inward and outward registers. • Prepare file and put up the correspondence for perusal of seniors. Initiate action as directed by the head of the office. • Plan and organize office meetings / workshops / seminars etc. and documentation of the same. • Maintaining account / Distribution of all hardware and dead stock procured by the project as per orders. • Manage various contracts with services provider, examine the bills and present the same for payment before the relevant authorities. • Maintain the office records. • Provide necessary information and document for audit examination to the Auditor. <p>Perform any other duty assigned by the PIU head from time to time</p>
	Age	Age of the candidate should not be more than 40 years as on 1 st August 2024
	Remuneration	Per month – Upto Rs. 20,000/-

District Implementation Unit		
1	Economist cum Access to Finance Advisor – 1Posts	
Minimum Educational Qualification	Graduate in Agriculture & allied field with MBA / PGDABM / PGDM in Banking & Financial Services	
Experience	Minimum 3 years experience of which 2 years in project preparation, economic and financial analysis of projects, banking & financial institutions. Preference will be given to candidates having experience in World Bank or externally aided project.	
Job description	<ul style="list-style-type: none"> • To guide CBOs for preparing bankable subproject proposals • To assist CBOs for getting bank loan. • Evaluate business proposals of CBOs for Economic and Financial feasibility. • Impart training to project officials and staff regarding preparation and evaluation of business proposals. • Preparation of knowledge materials and products linked to the business development. • Dissemination of best practices and cross learning across clusters, districts and states • Participate in workshops and learning/exchange forums as needed. • Perform any other duty assigned by the DIU head from time to time 	
Age	Age of the candidate should not be more than 40 years as on 1 st August 2024	
Remuneration	Per month – Upto Rs. 50,000/-	
2	Accountant –2 Posts	
Minimum Educational Qualification	B.Com, with Computerised Accounting Course in Tally with MSCIT.	
Experience	Minimum 03 years experience of which 2 years in Accounting with Tally Software. Preference will be given to the candidate having work experience in World Bank or externally aided project and having good typing skill of English & Marathi.	
Job description	<ul style="list-style-type: none"> • To compile quarterly work plan and budget • Coordination and hand holding for implementation of Tally at PIU Level. • Data entry in Tally for SMART Project and bank reconciliation. • Data entry in MIS for SMART Project and Tally reconciliation. • Maintenance of Various Books of Accounts. • Furnishing record to Auditors. • To complete any assignment related to project. • Perform any other duty assigned by the DIU head from time to time 	
Age	Age of the candidate should not be more than 40 years as on 1 st August 2024	
Remuneration	Per month - UptoRs. 30,000/-	
3	Computer Operator –1 posts	
Job description	<ul style="list-style-type: none"> • Assist the concern officer for performing all official duties. • Receipt and dispatch of all correspondence and making daily entries in inward and outward registers. • Prepare file and put up the correspondence for perusal of seniors. Initiate action as directed by the head of the office. • Plan and organize office meetings / workshops / seminars etc. and documentation of the same. • Maintaining account / Distribution of all hardware and dead stock 	

		<p>procured by the project as per orders.</p> <ul style="list-style-type: none"> • Manage various contracts with services provider, examine the bills and present the same for payment before the relevant authorities • Maintain the office records • Provide necessary information and document for audit examination to the Auditor. • Perform any other duty assigned by the DIU head from time to time
	Minimum Educational Qualification	Graduate with MSCIT, English 40wpm & Marathi 30wpm typing speed certificate.
	Experience	Minimum 02 years experience in as computer operator.
	Age	Age of the candidate should not be more than 40 years as on 1 st August 2024
	Remuneration	Per month – Upto Rs. 25,000/-

1	Associate (PP/MAP) – 1 Post (Headquarter - PCMU, Pune)	
	Minimum Educational Qualification	Graduate in Agriculture & Allied fields with MBA (Marketing) / PGDM (Marketing) / PGDABM
	Experience	Minimum 03 years experience of which 2 years in Agri. business. Preference will be given to the candidate having work experience in World Bank or externally aided project.
	Job description	Work under the control of Coordinator PP/MAP for subproject management. Capacity building of CBOs for subproject implementation. Coordination with PIUs for subproject implementation. Perform any other duty assigned by the PD/APD from time to time
	Age	Age of the candidate should not be more than 45 years as on 1st Aug 2024
	Remuneration	Per month - Upto Rs. 60,000/-

2	Associate – Supply Chain – 1 Post	
	Job description	1)To prepare data bank regarding agribusiness and value chains. 2) To Assess and document the performance of local sub-sector and industries involved in the value chain of the commodities. 3) To devise ways and means on how Agriculture and Marketing in the District can connect to and benefit from the interventions to be set up under this project. 4) To Conduct training to the project team and the CBO's. 5) To carry out a SWOT analysis of identified CBOs, product and market segmentation, gap analysis, competitive positioning analysis and work on opportunities for institutional collaborations. 6) To Assist in setting up of MIS and M&E system for the project components under the SMART project 7) To Perform any other duties assigned by the senior officials.
	Qualification	Graduation in Agriculture or allied Field with ABM/ MBA(Operations/Marketing)/PG diploma in Supply Chain Management.
	Experience & Skills	Minimum 3 years' experience of which 2 years in supply chain management in agriculture commodities. Preference will be given to the officer having experience in Supply and Value Chain and World Bank or externally aided project.
	Age	Age of the candidate should not be more than 45 years as on 1st Aug 2024
	Remuneration	Per month - Upto Rs. 60,000/-