



**JEEVKA**

**Bihar Rural Livelihoods Promotion Society**

State Rural Livelihoods Mission, Bihar

Rural Development Department, Govt. of Bihar



# *Hiring of*

*Domain Experts*

*Under*

*Formation and Promotion of 10K FPO Scheme*

Department of Agriculture Cooperation & Farmers' Welfare (DAC&FW), Government of India (GOI) has launched the scheme- Formation and Promotion of Farmer Producer Organizations (FPOs) to promote 10,000 new FPO's in the country. Bihar Rural Livelihood Promotion Society (BRLPS) will be acting as Cluster Based Business Organizations (CBBO's) under the scheme to form and nurture the FPOs. CBBOs will facilitate the entire agricultural value chain from mobilizing farmers, aiding in registration and providing ongoing support to ensure sustainable market linkage. State Rural Livelihood Mission-Bihar has promoted 50 FPOs. A dedicated project team of the required domain knowledge and other technical skills are to be engaged by CBBO for the said activities till the validity of 10K FPOs Scheme.

**For this purpose, Bihar Rural Livelihood Promotion Society invites online applications from eligible candidates on contractual basis for CBBO in following domain:**

**“Applications are invited for the following Domain Experts under 10K FPO Scheme”**

Sl. No.	Name of Domain Expert	Number of Vacancies	Eligibility	Key Responsibilities
<b>1</b>	Domain Expert- Crop Husbandry  (Monthly Remuneration- Rs. 40,000/-)	Total-2 (UR-1, EBC-1)	<p><b><u>Qualification-</u></b> Graduate in Agriculture from a recognized University</p> <p><b><u>Experience-</u></b> 5+ years of post-qualification relevant experience in crop production techniques, technology intervention and working with FPOs/Large Farmers' Groups.</p>	<ul style="list-style-type: none"> <li>• To promoted Good Agricultural Practice (GAP) and low-cost sustainable technology among FPO members.</li> <li>• Conducting Training Needs Assessment (TNA) and identifying area for capacity building for Agri based, sustainable Agri practices.</li> <li>• Roping resource agencies specified in the scheme guidelines and coordinating training of BODs/farmers of FPOs on Good Agricultural Practices (including post-harvest management practices) and facilitation of farmer workshops.</li> <li>• Providing on-field guidance to FPO members on Good Agricultural Practices.</li> <li>• Ensuring farmer diaries and due transaction records are maintained.</li> <li>• Guiding Agri input business of FPOs; promote sale of sustainable inputs and extension services.</li> <li>• Orienting farmers about low-cost sustainable technology and linking with available subsidy schemes through convergences to avail such technology.</li> <li>• Documentation and preparation of case studies, best practices/ success stories etc.</li> <li>• Any other task assigned by reporting officer</li> </ul>
<b>2</b>	Domain expert- Value Addition/ Processing  (Monthly Remuneration- Rs. 40,000/-)	Total- 4 (UR-2, EBC-1, SC-1)	<p><b><u>Qualification-</u></b> MBA in Agribusiness Management or equivalent from a recognized University/ Institute</p> <p><b><u>Experience-</u></b> 3+ years of post-qualification relevant experience in Agribusiness/ Agri Marketing/ Value Chain Development including Post Harvest Management and working with FPOs/Large Farmers groups.</p>	<ul style="list-style-type: none"> <li>• To Manage sales and marketing activities of FPO with support from CEO- FPO.</li> <li>• Identifying potential markets, customer segments and different sales channels to bulk and retail sale of farm produce.</li> <li>• Making bulk business tie-ups for Agri produce with traders, processors, retail chains, HoReCa and other institutional buyers.</li> <li>• Coordinating sale of retail/consumer produce distribution in general trade.</li> <li>• Coordinating planned packaging, positioning and marketing/brand building activities of FPOs for retail/consumer packs.</li> <li>• Planning, designing and coordinating backward and forward market linkages for FPO's.</li> <li>• Ensuring planned Agri produce sales target of FPOs are achieved.</li> <li>• Coordinating recording of daily business transactions (inventory management, order management, payment follow-up etc.)</li> <li>• Any other task assigned by reporting officer</li> <li>•</li> </ul>

Sl. No.	Name of Domain Expert	Number of Vacancies	Eligibility	Key Responsibilities
3	Domain expert- Social Mobilization  (Monthly Remuneration- Rs. 40,000/-)	Total- 1 (UR-1)	<p><b>Qualification-</b> Graduate in rural development/ social work or graduate with diploma in rural development/social work from a recognized university/ institute</p> <p><b>Experience-</b> 5+ years post- qualification relevant experience in mobilization of farmers, field demonstrations, organizing village level meetings.</p>	<ul style="list-style-type: none"> <li>To support and coordinate formation, capacity building and Governance systems of FPOs</li> <li>Ensuring planned membership target of FPOs are achieved &amp; share fee are collected as per target, with support from FPO Coordinators.</li> <li>Conducting Training Needs Assessment (TNA) and identifying area for capacity building around management, operations and skilling of members.</li> <li>Roping resource agencies specified in the scheme guidelines and coordinating training of BODs/farmers of FPOs as per the training calendar.</li> <li>Ensuring targeted FPO staff are empaneled and trained by resource agencies specified in the scheme guidelines as per the training calendar.</li> <li>Ensuring that the FPOs are abiding by defined roles, responsibilities of BODs and members as specified in AOA.</li> <li>Any other task assigned by reporting officer</li> </ul>
4	Domain expert- Law & Accounts  (Monthly Remuneration- Rs. 40,000/-)	Total- 2 (UR-1, EBC-1)	<p><b>Education-</b> B. Com/Chartered Accountant/Comp any Secretary</p> <p><b>Experience-</b> For B. Com 5+ Years and for CA/CS 3+ years of post-qualification relevant experience in accounting, auditing, statutory compliance, legal matters, arbitration.</p>	<ul style="list-style-type: none"> <li>To support registration of FPOs and handle compliances of FPOs pertaining to Governance and Business.</li> <li>Coordinating application to ROC and follow-up action for registration of FPO to be managed by external expert/ CA firm.</li> <li>Coordinating Post Incorporation- Immediate Statutory Compliances of FPO.</li> <li>Ensuring statutory compliance of FPOs pertaining to governance; such as- AGM, BOD meetings, BOD elections, engaging expert director etc. as per ROC norms and are diligently followed and maintained.</li> <li>Ensuring statutory compliance of FPOs pertaining to business; such as- obtaining and renewing business specific licenses/permissions, finalizing annual accounts and fulfilling audit formalities, filing GST and income tax return with tax authority, filing annual accounts and annual return with ROC etc. and due reporting thereof is diligently followed and maintained.</li> <li>Ensuring recording of day-to-day business transactions of FPOs are done in designed accounting software/tool with support from Accountant-FPO.</li> <li>Ensuring co-ordination with auditors for UTC's and other compliances of FPO for project fund management is diligently maintained as per defined SOP's and protocols.</li> <li>Any other task assigned by reporting officer</li> </ul>

Sl. No.	Name of Domain Expert	Number of Vacancies	Eligibility	Key Responsibilities
5	Domain Expert-IT/MIS  (Monthly Remuneration - Rs. 40,000/-)	Total- 1 (UR-1)	<p><b>Qualification -</b> B.Tech. / BCA/B.Sc. in Computer Science/ Information Technology or equivalent from a recognized University/Institute</p> <p><b>Experience-</b> 3+ years of post-qualification relevant experience in handling IT related assignments, MIS development, software development.</p>	<ul style="list-style-type: none"> <li>To verify, record and report activities of CBBO and FPOs at concerned levels as per demand.</li> <li>Ensuring Activities of CBBOs and FPOs are diligently verified, recorded and reported in specified formats at concerned levels as per demand.</li> <li>Coordinating with IA-FDRVC in desk and field appraisal of the information.</li> <li>Guiding FPOs on-documenting name, address, land holding and other basic information of members; recording transaction of members via FPO and benefits obtained by them in assigned tools.</li> <li>Monthly/Quarterly reporting dashboards are maintained as per assigned KPI's and performance tracking is complete as per due laid out procedures for FPO's assigned to the clusters.</li> <li>Any other task assigned by reporting officer</li> </ul>
6	Domain-Expert FPO Coordinators  (Monthly Remuneration- Rs. 30,000/-)	Total- 6 (UR-03, EBC-1, BC-1, SC-1)	<p><b>Education-</b> Diploma in Rural Development/Social Work from a recognized University/ Institute</p> <p><b>Experience-</b> (A) 2+ years of post-qualification relevant experience in working with SHGs and their federations. (B) Proven track record in implementing schemes pertaining to promotion of agribusiness activities via Community.</p>	<ul style="list-style-type: none"> <li>Manage formation, capacity building, governance and business processes of FPOs</li> <li>Mobilizing farmers &amp; forming farmer interest groups.</li> <li>Identifying BODs &amp; 1st subscribers &amp; collecting due documents for application to ROC for FPO registration.</li> <li>Collecting share fee and issue share certificates.</li> <li>Organizing BOD meetings and elections and AGMs.</li> <li>Coordinating capacity building training and exposure visit of FPOs</li> <li>Manage recruitment and training of FPO staff.</li> <li>Aligning resources for starting FPO business activities.</li> <li>Supervising day-to-day business activities of FPO.</li> <li>Collecting data on FPO activities.</li> <li>Ensuring FPOs are qualified and apply for equity grant, credit guarantee fund and composite loan from formal lending institutions.</li> <li>Any other task assigned by reporting officer</li> </ul>

**Selection Process: -**

Selection Process consists of the following: -

Sl. No.	Criteria	Full Marks	Min. Cut Off Marks
1	Group Discussion	15	UR- 50%, EWS/BC/EBC- 45%, SC/ST- 40%
2	Personal Interview	35	
<b>TOTAL MARKS</b>		<b>50</b>	

### General Terms & Conditions: -

1. Applications will be accepted only through online mode. The Application Form through any other mode shall not be accepted.
2. Candidates belonging to BC, EBC, EWS & Unreserved categories shall have to pay a non-refundable application fee of Rs. 500/- (Rs. Five hundred only). Candidates belonging to SC, ST and Divyang (PH) categories shall pay a non-refundable application fee of Rs. 300/- (Rs. Three hundred only). Reservation facility would be applicable only to the Bihar domicile candidates. Application fee has to be paid through **online** only while registering online. The application fee is exclusive of Bank charges, wherever applicable. Fees once paid is non-refundable and non-adjustable.
3. Candidates should have valid e-mail ID and mobile number; it should be kept active during the entire recruitment process. Registration number, password and all other important communication will be sent on the same registered e-mail ID and suitable message in the registered Mobile Number (please ensure that email sent to this mailbox is not redirected to your junk / spam folder).
4. **All candidates must email their final submitted Application Form along with all the required documents, needed to be uploaded on the website, as an attachment to the following email id: [recruitment@brlps.in](mailto:recruitment@brlps.in) . Candidates must ensure to include their Application ID in the email subject line.**
5. The Last Date for receipt of applications is up to 25.05.2025. Applications beyond this date will not be accepted.
6. Application Form of candidates who do not fulfil the eligibility criteria shall be rejected.
7. Print out of Application Form or hard copies of certificates/mark sheets are not required to be submitted by post.
8. Candidates are also advised in their own interest to apply online well before the closing date and not wait for the last date of submission to avoid possibility of link failure or any other technical issues whatsoever. There shall not be any responsibility of the BRLPS if any candidate fails to finally submit the Application Form before the last date of submission on account of aforesaid reasons or for any other reason beyond its control.
9. The candidates are required to fill the Online Application Form with correct and complete information carefully. If any incomplete or false information is furnished, then the candidate will be solely responsible for the same and on the basis of false and incomplete information, the Application Form shall be rejected at any stage of the selection process without giving any reason/ notice. On furnishing any false certificate or indicating wrong category in the Application Form or in case of any other default, the BRLPS may reject the candidature at any stage of the selection and take legal action against them.
10. After final submission of the application form, any request with regard to change of category shall not be entertained. In case of women candidates, caste certificate issued from father's side shall only be treated as valid.
11. Caste / Category Certificate (only for SC/ST/BC/EBC/EWS/Divyang/FF (applicable only to Bihar state) category candidates. In case of BC/EBC Candidates, BC/EBC caste certificate containing the non-creamy layer clause should be valid on the date of joining (issued within one year prior to the date of joining). BC/EBC Caste Name mentioned in certificate should tally letter by letter with Bihar Government list/notification. Caste Certificate as applied in the application must be issued from the level of SDO or above.
12. Candidates must keep print out of Application Form, Photo ID, 03 (three) copies of colored passport size photograph, 1 set of photo copy of all required certificates for fulfilment of eligibility criteria and 3 set of latest bio data. **Keep all documents in original also and produce the same at the time of document verification.**
13. Shortlisting will be based on information provided by the candidates in the Application Form. No changes afterwards will be accepted in any circumstances.
14. It is to be noted that if a candidate has been allowed to appear in the examination, it does not imply that the candidate's eligibility has been verified. It does not vest any right with such candidates to get appointment. The eligibility is subject to final verification by the Competent Authority. The candidate shall satisfy his/her eligibility before appearing in the interview and shall be personally responsible, in case, he/she is not found eligible to apply as per the given eligibility criteria.
15. Candidates are requested to visit the website frequently for updates and other announcements. All recruitment related notification shall be brought to the notice of candidates only through the official website of the BRLPS. No personal communication shall be made in this regard.

16. Reservation would be applicable for recruitment on these positions as per the latest Reservation Policy of the Government of Bihar.
17. BRLPS reserves the right to cancel this recruitment process, fully or partially, at any stage. The BRLPS reserves the right to bring about changes in the selection procedure/ scheme of Examination.
18. If two or more candidates secure equal marks, the candidate born earlier will be placed above in merit list.
19. No TA/DA will be paid for attending selection process or for first joining of BRLPS.
20. The record relating to this recruitment would be available up to 6 months from the Date of declaration of final result and, thereafter, all examination materials shall be weeded out and no communication in this regard shall be entertained with respect to this recruitment drive.
21. Reservation facility would be applicable only to the Bihar domicile candidates. The permanent address furnished in the application form shall be considered as domicile for the purpose of reservation.
22. Initially contract will be for a period of eleven months and co-terminus with the project that may be extended further on the basis of the performance, requirement etc. of the project and approval of the Competent Authority.
23. This contract will be terminated on the basis of disciplinary ground.
24. The contract may be terminated by either party with a 15-day prior written notice.
25. Short listing for GD & Interview will be based on educational qualification and minimum relevant experience.
26. Number of vacancies may be changed without prior notice.
27. Minimum Age limit for all the positions will be 21 years and maximum 45 years (Age and Experience will be calculated as on the last date of submission of application)
28. The selected candidates will be the employees of the CBBO for the 10K FPOs Scheme for which they are selected; they will not be the staff of the BRLPS. Hence, liabilities of such officials will lie with the CBBO till the 10K FPOs Scheme.
29. Place of posting of the hired person will be at Patna.
30. Only Shortlisted candidates will be called for the next stage of the selection process i.e., GD and Personal Interview. List of shortlisted candidates will be published on <http://brlps.in/Career>.

**To apply online please visit:** <https://brlps.in/Career>. The link for receiving of application will be activated from 10.05.2025.

**The Last Date** for receiving of application is **25.05.2025**.

**Chief Executive Officer,  
Bihar Rural Livelihoods Promotion Society**