



FEDERATION OF INDIAN FPOs AND AGGREGATORS
(100% Owned Company of NAFED)

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NOTICE FOR THE RECRUITMENT ON DIFFERENT POSITIONS IN FIFA

Federation of Indian FPOs and Aggregators (FIFA) is a 100% owned subsidiary of **National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED)** specifically focused on strengthening FPOs through capacity building, market integration and convergence of Government schemes for the benefit of FPOs. NAFED is acting as an Implementing Agency for different Central Sector Schemes related to FPO/Cooperatives of Govt. of India. In order to implement the aforesaid Central Sector Scheme, FIFA is inviting application from eligible candidates on different positions with following eligibility criteria and job description:

1. MANAGER/ ASSISTANT GENERAL MANAGER (Business Development):

We are looking for a passionate and experienced **Manager/Assistant General Manager** with Agriculture & Allied/MBA. The candidate will be responsible for identifying new business opportunities

1.2 Eligibility Criteria:

- i. Postgraduate Diploma in Business Management, Agri-business or equivalent preferred.
- ii. Age Limit: Max of 40/45 years as on date of application.
- iii. Minimum 7/10 years of experience in business development, working in developmental project from Central / State Government/Multi-lateral agencies.
- iv. Prior experience working on government projects.
- v. Excellent communication, negotiation, and stakeholder engagement skills.
- vi. Proficiency in MS Office.
- vii. Strong project planning, documentation, and reporting abilities.
- viii. Proven Track record of achieving targets, creating new business opportunities.
- ix. Strategic thinker with strong analytical and problem-solving abilities.
- x. Self –motivated, proactive and able to work independently.

1.1 Job Responsibilities:

- i. Identify and develop business opportunities in agriculture and allied sectors (including farmer collectives, value chains, input supply, processing, and market linkages).
- ii. Liaise with Farmer Producer Organizations (FPOs), Self-Help Groups (SHGs), cooperatives, and agri-startups for partnership development.
- iii. Lead proposal development for government schemes and donor-funded agri-projects.
- iv. Coordinate with relevant ministries/departments (e.g., Agriculture, Fisheries, Rural Development) to explore project and funding opportunities.
- v. Drive partnerships with Agritech companies, agri-input firms, processors, and buyers to create end-to-end value chains.

- vi. Conduct field visits, stakeholder consultations, and assessments as needed.
- vii. Monitor project implementation, performance metrics, and impact evaluation.
- viii. Represent the organization at industry forums, exhibitions, and government meetings.
- ix. Any other assignment given by MD-FIFA on time to time basis.

2. ASSISTANT MANAGER (MIS)

2.1 Eligibility Criteria:

- i. Graduate from a recognized University/Institute with at least 2 years of experience in implementation of under different Central Sector Schemes for FPOs/FFPOs.
- ii. Proficiency in Data Analysis, Statistical Analysis, Database Management and presentations.
- iii. Good Ability to drive data-driven and decision-making.
- iv. Proficiency in advanced excel functions such as VLOOKUP, Pivot tables, Data cleaning, Data Validation etc.
- v. Good communication skills with team building ability and good listening skills and soft skills are top pre-requisites.

2.2 Job Responsibilities:

- i. Collect and integrate data from various sources (CBBOs/ FPOs, NAFED branches etc.) and to ensure that the data provided by FPOs is accurate, consistent, and timely. Perform regular checks to validate and cleanse data.
- ii. Ensure that data is standardized across all FPOs for consistency in reporting and analysis. Oversee the day-to-day functioning of the portal, ensuring its accessibility, security, and smooth operation.
- iii. Facilitate resolving any system-related issues, technical errors, or performance problems within the portal through MIS technical team/NPMA.
- iv. To assist team in preparation of Monthly Progress Report and generating regular reports, presentation and provide day to day support in implementation of scheme.
- v. Develop and automate customized reports as per the Ministry's requirements and build analytical tools and dashboards to track the performance of CBBOs and FPOs. Provide insights on key metrics such as growth, productivity, financial status, etc.
- vi. Monitor and analyze the performance of CBBOs and their FPOs through KPIs and other relevant metrics.
- vii. Provide technical support to CBBOs/FPOs and users for any portal-related issues, assisting with troubleshooting, navigation, and functionalities.
- viii. Any other work given by Senior Officers from time to time.

3. ASSISTANT MANAGER :

3.1 Eligibility Criteria:

- i. Any Graduate from a recognized University/Institute.
- ii. Total 3 years of professional experience with min. 2 years experience in implementation of Central Sector Schemes on Formation and Promotion of FPOs, Formation and Promotion of Fishery FPOs and Cooperatives, Other Agri & allied Projects.
- iii. Preference will be given those who have worked with any Implementing Agencies or CBBOs in the implementation of such schemes/projects.
- iv. Proficiency in English with conceptualization, proposal preparation, presentations, documentation skills.
- v. Good communication skills with team building ability, good listening skills and soft skills are top pre-requisites.
- vi. Ability to prepare Power Point Presentation.

3.2 Job Responsibilities:

- i. To implement and monitor the implementation of FPO Formation, verification of activities and deliverables of CBBO as per MoU signed by NAFED with the CBBO under different schemes.
- ii. To coordinate with the CBBO for registration of FPOs and preparation of DPR/Business Plan for FPO to start its business after registration.
- iii. To conduct regular review meetings with the CBBOs and submit regular Progress Reports to the Management using MS Office tools and MIS Platform.
- iv. Regular interaction with CBBO/FPO to understand and catering to their issues, problems and services required by them.
- v. Any other assignment given by MD-FIFA on time to time basis.

4. **Location:** New Delhi.

5. **Remuneration:** The applicant shall be provided remuneration commensurate with Qualification and relevant experience.

6. **Period of Contract:** Initially for a period of One year and extendable as per performance and requirement.

7. **How to apply:** Interested candidates may kindly submit their CVs on admin@fifaindia.in.

8. **Last date of Application:** The last date for submission of the application along with detailed CV is **30th July, 2025** and may be extended with prior of further notice.

9. Further extension of advertisement will be corrigendum.

For Admin,
FIFA, H.O.

