

**Ministry of Agriculture
Department of Agriculture & Cooperation**

Engagement of Programme Manager under NFSM

Programme Manager:

One Programme Manager will be engaged under NFSM at an honorarium of Rs. 70,000 per month (consolidated).

Qualification & Experience:

- Graduate/Masters in any field of science/arts/commerce.
- Proficiency in Computers is essential.
- At least 10 years experience of working in Administration and Finance of which at least 5 years in rank of Deputy Secretary and above.

General Criterion:

- Maximum age limit of Programme Manager is 70 years.
- Programme Manager will be appointed initially for one year. Based on the performance the period can be extended on an annual basis for another two years.

Duties of Programme Manager:

- Will look after administration of NFSM and assist in the financial management of NFSM.
- Coordinating activities of National PMT and liaise with State PMTs.
- Coordinates with Crop Division/RKVY/NSC and other agencies at National/State level.
- Maintain action plans, financial and physical progress reports, any other documents related to the program.
- Any other duties/tasks assigned by Mission Director from time to time.
