



**Agricultural and Processed Food Products
Export Development Authority (APEDA)
(Ministry of Commerce and Industry, Government of India)
New Delhi-110016**

APEDA invites proposals for consultancy in Organic Products and Food Technology related activities. For details, please visit our website www.apeda.gov.in under the announcement section.

General Manager (P&A)

**Job requirements for selection of Consultant for
Organic Division at APEDA**

Qualifications

- Post graduate in agriculture, food technology or a related area.

Experience

- Young, energetic persons with 3-5 years of working experience in Agriculture or related field or auditing in quality management systems as per ISO standards.
- Experience in implementing and auditing HACCP, GMP and ISO standards etc.
- Well versed with computer operations and internet technology.

Scope of work for export development of organic and other agro products

A) Systems Management in Quality Audits

1. To advise on changes in international standards such as ISO, IFOAM, Codex, USDA, Japan, HACCP, EurepGAP.
2. Assist in evaluation and accreditation of certification agencies.
3. To carry out surveillance of certification agencies and cross-checks at operator level.
4. Surveillance of export/ transaction/ scope certificates issued by inspection and certification agencies.

5. Verification of infringements of organic products export by the exporters and certification agencies.
6. Internal audit for quality management system as per ISO 62.
7. Assessments of the labs for considering upgradation.
8. Auditing of the testing labs as per ISO 17025 compliance for considering accreditation.

B) Data Management for Agro and Organic Products

9. Monitoring of agro and organic product exports.
10. Co-ordination with the producers, exporters, processors and certification agencies for sourcing information related to certified production, quantity exported, domestic consumption and collation of the data.
11. Analysis of the demand in the global market for specific products in terms of quantity and value of exports.
12. Maintenance of the database of organic products certification pertaining to the area certified.
13. Compilation and updating of Directory of producers, exporters, and traders.
14. Development of strategy for export of the relevant products to the major markets.

C) Training Programme

15. Planning and organizing training of eligible agencies in setting up of certification programmes.
16. Planning and organizing training programmes for the state government officials, seed certification agencies, agricultural universities relating to the standards of organic farming for implementation under NPOP.

D) Seminars and Workshops

17. Assistance in organizing seminars/workshops
18. Organize buyer/seller meet for promotion of organic products

E) Development of Organic Farms and Package of Practices

19. Assistance in the development of model farms
20. Study of package of practices in organic farming for implementation for specific products for exports.

F) Organic Testing Laboratory Upgradation and Project Appraisals

21. Development of organic projects/upgradation of laboratories/ setting up of relevant infrastructure.

G) Other activities

22. Attend to queries related to certification and export of organic products.
23. To co-ordinate promotion of the 'India Organic' logo.

24. Any other activity/work related to exhibitions and organic fairs.

Fee

A consolidated consultancy fee of Rs.35,000/- (Rupees Thirty Five Thousand only) plus applicable taxes will be paid per month.

Last date for receipt of applications

The last date for receipt of applications is 15 days from the release of the advertisement inviting proposals from consultants. Since the advertisement has appeared on 21.06.2012, last date for receipt of applications is 06.07.2012 upto 5.00 pm. Applications containing complete details should be addressed to:

The General Manager (P&A)
Agricultural and Processed Food Products Export Development Authority (APEDA)
(Ministry of Commerce & Industry, Govt. of India),
NCUI Building 3, Siri Institutional Area,
August Kranti Marg,
New Delhi - 110 016

**Requisite qualifications, experience and scope of work for
Consultant for Food Technology related activities of APEDA**

Qualification

1. Post graduate in food technology related disciplines
2. Practical knowledge of Food Technology

Experience

1. Energetic experienced persons with 3-5 years of working experience in various areas of food processing including contribution to Codex working.
2. Experience in implementation of HACCP, GMP and ISO standards etc. Well versed with computer operations and databases related to processed food websites.

Scope of work for export development of processed fruit and vegetables.

A) Creation of data bank for processed fruit and vegetables products

1. Monitoring and analysis of products exports.
2. Analysis of the demand in the global market for specific products.
3. Identification of data sources for accessing the information and then suggesting ways for further value addition in the data for onward hosting at APEDA website for dissemination of information to the trading company.
4. Interaction with the exporters for accessing the need of the trade.

B) Development of Infrastructural facilities.

1. Identification of common infrastructural facilities in various food processing clusters and co-ordination with various government agencies for setting up of required infrastructural facilities.
2. Interaction with the exporters for the required changes in the policy related issues, various regulations and taking up with the concerned government organizations.

C) System management in Quality related aspects.

1. To spread awareness about the quality systems such as HACCP, ISO, TQM etc. among processors/exporters.
2. To carry out cluster based/group wise implementation of HACCP in the processing units of various product groups.
3. To advise on changes in International standards of various quality certification systems.

D) To take up issues related to Import tariff and other trade barriers.

1. Interaction with the trade for compilation of issues related to import tariff and other trade barriers to be taken up in the bilateral meetings.

2. Compilation of issues related to product standards for taking up in the codex meetings.

E) Market promotion programmes.

1. Development of strategy for market promotion programmes to be carried out in potential markets.
2. Identification of potential trade fairs for promotion of processed fruit and vegetable products.

F) Awareness Programmes/Seminars/Workshops.

1. Organising training programmes in various food processing cluster for spreading awareness about the latest developments in the processed fruit and vegetable section.
2. Organising buyer seller meet at various forums.

G) Other activities.

1. Development of export strategy for new products which can have export potential.
2. Attending queries of the exporters related to technical aspect of processing of the products.
3. Development of standards for various potential products under the sector for award of "Produce of India" certification.
4. Identification of R&D projects and monitoring of ongoing R&D projects.

Fee

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