

PAD/2020-2021/000049

September 23, 2020

**AGRICULTURAL AND PROCESSED FOOD PRODUCTS EXPORT
DEVELOPMENT AUTHORITY (APEDA)
(Ministry of Commerce & Industry, Govt. of India)**

Basmati Export Development Foundation (BEDF), a society registered under the Societies Registration Act 1860 requires an incumbent to function as Director (on contract basis) initially for a period of two years extendable further for a period of one year.

Other requirements viz. age, qualification, experience etc. are available on APEDA's website www.apeda.gov.in under the heading "Recruitment".

The applications should reach APEDA office within 15 days of appearance of this advertisement addressed to the undersigned.

**Secretary (P&A)
APEDA
3rd floor, NCUI Building
3, Siri Institutional Area
August Kranti Marg,
Hauz Khas,
New Delhi – 110 016.
Ph : 011-2651 4046/ 2561 3204**

Selection Criteria and Scope of Work – Director, BEDF (on Contract basis)

1. Qualification:

1.1 Essential: Post Graduate in Chemistry/Agriculture/Biotechnology

1.2 Desirable: Post Graduate degree in Business Administration/Management from a reputed University/Institute

2. Age: Not more than 62 years as on 07.10.2020.

3. Experience: Minimum 25 years in the area of export development of Agricultural Products/ Administration and management of Food Testing Laboratory.

Knowledge of Foreign Trade Policy, experience of participation in Bi-lateral/ Multi-lateral negotiations

Working knowledge of computers

4. Scope of work:

4.1 To act as the leader of the various programs on behalf of the Foundation.

4.2 To plan, execute and manage the research programs of the projects undertaken by the Foundation and to look after administration of the project.

4.3 To look after the administration and Management of Food Testing Laboratory of the Foundation.

4.4 To establish linkages with national and international organizations to undertake collaborative research on Basmati Rice improvement.

4.5 To present research and technical reports in various fora.

4.6 To develop infrastructure and research facilities and involvement of other staff.

4.7 To carry out the mandate of the Foundation which entails taking measures to promote Basmati rice including inter-alia development of application technology, research and development including evaluation of region specific agronomic practices, preparation of research briefs for agencies involved in basic agricultural R&D work, evaluation trials of new promising varieties, seed multiplication projects, development and execution of contract farming and field extension projects and development of other relationship patterns between various stakeholders involved in developing, growing, milling, processing, trading and exporting Basmati Rice.

4.8 As ex-officio Secretary, to convene the Board meetings and Annual General Meetings of the Society as per schedule and requirement of quorum and thereafter records the proceedings etc. for circulation.

- 4.9 To undertake the promotion and development of the supply chain of Basmati rice and in particular promote, develop and coordinate integration of activities of diverse stakeholders such as consumers, farmers, millers, traders and exporters by bringing focus and objectivity thereto.
- 4.10 To apply for on behalf of the Foundation and register, purchase, or by any other means acquire and protect, prolong and renew, within India and abroad any patent, patent right, license, trade mark, design, copyright, protection or concession and to disclaim, alter, modify, use or grant license in respect of the same.
- 4.11 To publicize the mandate of the Foundation.
- 4.12 Any other job assigned by Chairman, APEDA.
- 5. Remuneration :** Rs. 90,000/- p.m. (Consolidated) + applicable taxes
- 6. Tenure :** Initially for two years which can be extended by another one year.
- 7. Submission of applications:** Last date for receipt of applications is 07.10.2020 (15 days from the release of this advertisement i.e. from 23.09.2020).

The applications containing necessary particulars should be sent to:

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