



COFFEE BOARD

Integrated Development Programme for Coffee and Black Pepper produced by Scheduled Tribe farmers in Kodagu and Chikkamagaluru districts, Karnataka

(A collaborative initiative (2019-22) of the Coffee Board, Ministry of Commerce and Industry, Govt. of India, and the Department of Tribal Welfare, Govt. of Karnataka)

#1, Dr. B.R.Ambedkar Veedhi, Bengaluru - 560 001. Ph:080-22386290, cbf.coffeeboard@gmail.com

CB/RES/PROJ/PH2/18-19/04

Date: 11th February 2019

CALL FOR APPLICATIONS

ENGAGEMENT OF PROJECT ASSISTANTS (6 Nos.) ON AD-HOC BASIS

The Coffee Board, a statutory organisation under the Ministry of Commerce and Industry, Department of Commerce, Government of India with its Headquarters in Bengaluru, invites applications from eligible candidates to work as **Project Assistant** on a purely ad-hoc basis in the collaborative four-year project. The project activities involve extensive field support activities that promote sustainable coffee farm-based livelihoods for tribal farmers in Virajpet taluk of Kodagu district and Mudigere taluk of Chikkamagaluru district. This would be achieved through creating grassroots community based organisations (CBO), capacity building to increase productivity, establishment of coffee processing infrastructure and enabling access to differentiated markets through direct market linkages.

The Coffee Board, as the project implementing organization, seeks to recruit a maximum of six technically qualified persons, preferably from the local region (Virajpet and Mudigere)/community, to implement all day-to-day field activities as envisaged in the project. The responsibilities of the Project assistant include:

- Undertake implementation of day-to-day activities for achievement of all project outputs
- Prepare and submit regular activity and achievement reports
- Develop partnerships between the stakeholders in the region and act as a channel for information between the project beneficiaries, stakeholders and the Coffee Board

The Project assistant/s would report to the project's Technical Assistant. Candidates possessing a two-wheeler for use in the project area would be preferred. Candidates between 21 to 40 years of age may apply.

Engagement duration: Eleven (11) months from the date of offer letter indicating selection.

Essential qualifications:

The applicants must preferably have a minimum qualification of 2nd PUC or equivalent and training/diploma in Agriculture or work experience in agriculture extension, agriculture/ community consultancy, rural sociology, rural development managers/surveyors/trainers etc. They should possess strong written & oral communication skills (Kannada) and be willing to travel frequently to remote areas in the project area to provide support to coffee producers. Candidates possessing a two-wheeler would be preferred. Preference would be given to candidates from among the local tribal community in Virajpet and Mudigere taluks based on their competency.

Remuneration:

The consolidated remuneration for the said position will be ₹12,000/- (Rupees Twelve thousand only) per month. Additionally, the technical assistant would be eligible for reimbursement of travel and travel-related expenses at actual, and a daily allowance, as per norms that would be defined in the offer letter. No other allowance would be payable. Upon successful completion of the first eleven months, the ad-hoc engagement could be extended for a further period based on a performance appraisal. At any point of time, the selected candidates shall not have any *Locus standi* to claim permanency in Coffee Board or in the Government of Karnataka.

Application Procedure:

The filled-in applications in the prescribed format (given below), filled in either Kannada or English, should be sent by post or hand-delivered to the Project Coordinator, Tribal Coffee Project, Coffee Board, No.1, Dr. B. R. Ambedkar Veedhi, Bengaluru – 560001, in a sealed envelope on which 'Application for the position of Project Assistant – Tribal coffee project: Phase 2' is written. Alternatively, the scanned or typed documents may be emailed to cbf.coffeeboard@gmail.com with the subject as 'Application for the position of Project Assistant – Tribal coffee project: Phase 2'. Please contact 080-22386290 (Mon-Fri) for any clarification.

Last date and time for receipt of filled-in applications is 11th March 2019, 6 P.M.

FORMAT OF APPLICATION FOR PROJECT ASSISTANT

Affix your latest
self-attested color
Passport Size
Photograph here

Name (In English/Kannada in Block Letters)		
Date of Birth (As per 10 th Class Certificate) (DD/MM/YYYY)		
Father's Name		
Gender (Male / Female)		
Religion		
Caste (General / OBC / SC / ST)		
Whether Ex-Serviceman (Yes / No)		
Languages Known	1. Read	
	2. Write	
	3. Speak	
Contact Details:		
Permanent Address with Pin Code		
Postal Address with Pin Code		
Telephone / Mobile Number		
E-mail ID		

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Educational Qualifications possessed by the candidate:

Qualification possessed by the Candidate	School / College	Board / University	Year of Passing	Maximum Marks	Marks Obtained	%
SSLC or Equivalent						
PUC / Pre-Degree Course or Equivalent						
Graduate Degree						
Masters Degree						
Ph.D						
Any other relevant Qualification/s						

Work Experience possessed by the candidate:

Position/ designation	Name of the organization	Period		Remuneration	Name of the Employer & contact details
		From	To		

Declaration: I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I also declare that I am fulfilling the requisite criteria of qualifications for the applied post of Project Assistant in Coffee Board on contractual basis on fixed remuneration as advertised for the said position. In case, information provided by me being found incorrect or false or I suppressed any relevant information, my candidature may be cancelled at any point of time.

Date:

Place:

Signature of the Candidate

List of Enclosures (Self Attested):

Sl. No.	Name of the Document
1	
2	
3	
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