

## TERMS OF REFERENCE

### **For hiring of Veterinary Executive for “Procurement & Input” under the World Bank financed Assam Agribusiness and Rural Transformation Project (APART) to be positioned at WAMUL**

#### **Project background:**

1. The Government of Assam (GoA) through the Government of India (GoI) has received/obtained a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex coordinating and monitoring agency for APART while West Assam Milk Producers Cooperative Union Limited (WAMUL) is the implementing agency for the activities under the “Formal Dairy Sector” in the project. WAMUL now intends to engage **Veterinary Executive** on a Contractual basis towards the implementation of the APART project.
2. The development objective of APART is to “add value and improve the resilience of selected agri value chains focusing on smallholder farmers and agro-entrepreneurs in targeted districts of the State of Assam”
3. There are four components to the project: **The first component (A)** is Enabling Agri enterprise Development, with sub components being (i) enhancing state capacity to attract private investments, (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness Investment Fund (AIF) (iv) establishing stewardship councils. **The second component(B)** is Facilitating Agro-Cluster Development with sub-components being- (i) support establishment of cluster level Industry Associations (IAs), (ii) supply chain support. **The third component(C)** is Fostering Market Led Production and Resilience Enhancement with sub components being (i) promoting climate resilient technologies and their adoption (ii) Facilitating market linkages through market intelligence and product aggregation (iii) Facilitating access to and responsible use of financial services. **The fourth component(D)** is project Management, Monitoring and Learning.
4. The project will achieve the proposed PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs and where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability. To achieve the PDO, the project will adopt a cluster approach both in terms of production (production clusters) and processing (enterprise clusters)

#### **WAMUL’s Role**

5. WAMUL will be the implementing agency for the **Third Component - and sub-component - C.1.3.1 -Milk value chain: Formal sector**. The focus of this value chain is productivity enhancement by genetic up gradation of Non-descript cows using Artificial insemination, improved feeding through Fodder production demonstration, etc. The project will also install Bulk Milk Coolers (BMCs) for handling increased volume of raw milk procurement and maintaining the quality till it is transported to the Processing plant. Solar powered data processor-based milk collection units (DPMCU) will be installed at each DCS to ensure transparency in milk reception, weight measurement and quality testing for making producers payments. The project will be leveraging the liquid milk processing and product manufacturing capacity of WAMUL.

#### **Scope of Position of Veterinary Executive**

6. WAMUL intends to engage **Veterinary Executive** on contractual basis for supervising, monitoring and providing Technical assistance to the team of Mobile Artificial Insemination Technicians (MAITs) and monitoring strict compliance of SOP by the MAITs. He /She will be responsible through his team of MAITs in creating awareness among the dairy farmers about the benefits of Artificial Insemination in the designated project areas, conducting Farmers meetings, infertility camps and vaccination camps and training and conducting Ration Balancing programs, Calf Rearing Program (CRP) etc. Routine Field visit in operational areas and to provide advice to farmers relating to animal health and hygiene.

The Veterinary Executive will be placed at the district level or any area of convenience for closely supervising the MAITs under him. He /She will report to the Group Head (Procurement & Input).

## **Qualification, Experience, Skills, Age**

### **7. Essentials:**

- a) **Educational Qualification:** B.V.Sc. /M.V.Sc. from a recognized institute/University.
- b) **Working Experience:** B.V.Sc. candidate must have minimum 2 (Two) years' experience in large animal veterinary practice/ M.V.Sc. candidate in Non- Clinical subjects must have minimum 1(one) year experience in large animal veterinary practice / Fresher M.V.Sc. candidates in Clinical subjects preferably Animal Gynaecology and Obstetrics are also eligible to apply.
- c) **Computer Skills:** Must have experience of using Internet based applications, using and working with MS Word, MS Excel and MS Power Point and other related applications.
- d) **Language:** Fluency in Assamese, English and Hindi.
- e) **Job Location:** Any location in Assam under APART Project.
- f) **Age:** Age of the candidate should not be more than 33 years as on 1<sup>st</sup> January, 2023. However, Age relaxation may be given in case of extraordinary/ outstanding candidates.

### **8. Desirable:**

- a) Experience of providing technical support to & capacity building of stakeholders with strong analytical skills, and the ability to synthesize complex concepts and to communicate them effectively;
- b) Ability to work effectively in teams as well as independently;
- c) Good communication and inter-personal skills; the candidate must show initiative, synthesis, organization and personal dynamism and should be self-motivated, as well as capacity to work with teams and prepare adequate planning and activity reports.

### **9. Key Job Responsibilities (Indicative):**

**Veterinary Executive** will be responsible for

- a) Technical assistance to the team of MAITs and monitoring strict compliance of SOP by MAITs.
- b) Active participation with the P&I team for Milk procurement activities.
- c) Achieve effective coverage of targeted breedable population and achievement of targets as per the Key Results Areas (KRA) of the Zonal group.
- d) Addressing the Farmers' concerns regarding the healthy upkeep of the animals and promoting the best Practices.
- e) Conduct regular farmers meeting and infertility camps.
- f) Implementation and monitoring of Ration balancing and fodder development programs at the field level.
- g) Training of Mobile AI Technicians & farmers on RBP, CRP & Fodder Development activities.
- h) Popularization of improved fodder development technologies among farmers including development of fodder nurseries, fodder demonstration farms, silage and EVM gardens.
- i) Development of progressive and integrated animal farms.
- j) Ensure uploading of AI related data in INAPH (Information network for animal productivity and health) by MAITs.
- k) Monitoring of AI follow - up and uploading in INAPH by MAITs.
- l) Ensuring proper inventory and other items related to project work/ AI activity.

### **10. Remuneration, payment terms and leave:**

- a) The remuneration of the Veterinary Executive will be approximately Rs. 7.45 lakhs per year depending upon experience, qualification and pay package of last assignment.
- b) The Veterinary Executive will be eligible for paid leaves/Holidays as per the applicable norms/policy of WAMUL.
- c) Any authorized tour beyond the allotted district of Veterinary Executives, He/she will be paid TA/DA as per norms/policy of WAMUL.

### **11. Reporting and Performance Review:**

- a) The Veterinary Executive will report to the Group Head (Procurement & Input).
- b) Performance will be reviewed as per Key result areas (KRA). The remuneration may be enhanced on an annual basis as per prevailing rules, which will be performance based.

### **12. Duration of assignment:**

- a) The contract period of the Veterinary Executive will be initially till **September 30, 2024**, which may be extended on satisfactory performance. Continuity of the Veterinary Executive beyond 1 (One) year from the date of joining will also depend upon his/her performance.



**West Assam Milk Producers' Cooperative Union Ltd. (WAMUL)  
Panjabari, Guwahati**

**APPLICATION FOR EMPLOYMENT  
(To be filled in by the candidate in Block Letters)**

Paste Recent  
Photograph

<b>Position applied for:</b>				
<b>Name (full name with surname):</b>				
<b>Date of Birth:</b>		<b>Age in Years &amp; Months :</b>		
<b>Home town, State &amp; Nearest railway station:</b>				
<b>Nationality:</b>				
<b>Marital Status</b>				
<b>Single</b>	<b>Married (no. of children)</b>			
	<b>Male</b>	<b>Female</b>		
<b>Do you belong to (please tick in appropriate column)(*)</b>	<b>SC</b>	<b>ST</b>	<b>OBC</b>	<b>None</b>
<b>Are you physically handicapped</b>	<b>Yes (provide information)</b>		<b>No</b>	
<b>Present Address(for correspondence)</b>				
<b>Permanent Address</b>				

<b>Telephone number</b>	<b>(M)</b>
	<b>(R)</b>
<b>Email address</b>	
<b>Permanent Account Number (PAN) *copy of PAN Card to be attached</b>	
<b>Family information (to include complete details about family, including address, telephone number etc.)</b>	

Name	Relationship with self	Age	Correspondence address

**Qualifications in Chronological order (Please attach self- attested copies of the certificates)**

Academic/Technical/ Professional Exams passed with specialization/subject	Grade/ Division	% of marks obtained	Year of Passing	Name of Institute/ University/College Board			
<b>Language proficiency (please tick(\/) in appropriate columns)</b>	<b>Speak</b>	<b>Read</b>	<b>Write</b>				

<b>Experience in Chronological order (Certificates to be attached)</b>					
<b>From DD/MM/YR</b>	<b>To DD/MM/YR</b>	<b>Organization Name &amp; Address</b>	<b>Total Duration In Year &amp; Month</b>	<b>Designation</b>	<b>Cost to Company(C TC) Per Month</b>
<b>Total Experience in Years &amp; Months :</b>					
<b>Details of Training course/workshops/seminars attended:</b>					
<b>Any medical disability? Please specify:</b>					
<b>Have you ever been convicted or any criminal proceedings contemplated against you? If yes, give details:</b>					
<b>Present Yearly Salary (Please furnish proof in respect of salary details.)</b>					
<b>Fixed Component :</b>			<b>Variable Component:</b>		
<b>Others(please specify) :</b>			<b>Total CTC:</b>		

<b>If you have any liability with your present employer, please specify.</b>	
<b>If selected, joining time required/Notice Period to be served with previous Employer</b>	
<b>Please mandatorily provide the reference details with full mailing address (with Pin Code), Email address, Telephone (Mobile, Office, Residential) numbers.</b>	
<b>Personal</b>	<b>Professional</b>
<b>Please describe briefly your interest in seeking employment with WAMUL? If selected, how will you contribute to the growth of WAMUL and the stakeholders</b>	

**DECLARATION**

**I hereby declare that all the information and particulars given by me in this form are true and correct. I fully understand that if any of the information given above is found to be incorrect or deliberately distorted, WAMUL shall have the right to terminate my services without giving any notice.**

**Place:**

**Date:**

**Signature of Candidate**