

Dambala women Horticulture Farmer Producer Company Ltd. invites applications from potential candidates for contractual engagement for the following posts:

Positions	Total No. of vacancies	Qualification	Max. Age Limit	Experience in Yrs.	Salary (Per Month) (INR)
Chief Executive Officer (CEO)	01	Either graduate in Agriculture/ Agri marketing/ Agri business management or BBA or equivalent. Professionals with 10+2 and preferably diploma in Agriculture/ Agri marketing/Agri business management or in such other related areas	35 years	1 years or above	20,000.00 (Consolidated)

Performance Incentive will be given based on the achievement of targets and profit of Producer Company with approval from the Board of Directors.

1. Details of role, responsibilities, qualifications and other eligibility criteria for each position and application forms are available at <https://gajapati.odisha.gov.in>.
2. Documents in support of identity, qualifications, experience, etc. must be produced in 'originals' as and when required.
3. The selection process will consist of short listing of candidates on basis of academic qualifications, experience, Written Ability Test followed by personal interview.
4. The prescribed eligibility conditions viz. age, qualifications, and experience, etc. should have been acquired as on 31/11/2025. Qualification should be from approved recognized institutions.
5. The eligibility criteria for selection may be changed based on the number of applications received, without assigning any reason thereof.
6. Authority reserves the right to cancel/to reject or to amend the clauses.
7. The Last Date of Receive Application **29/ 12 /2025**.
8. The candidates can also send their CV along with scanned copies of the relevant documents through speed/registered post or through mail mentioned here

Mangela Bhuyan
Managing Director
DWHFPC

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Chairperson
DWHFPC

RECRUITMENT OF STAFFS FO DAMBALA WOMEN HORTICULTURE FARMER

PRODUCER COMPANY LTD.SINDIBA,

RAYAGADA, GAJAPATI

INTRODUCTION & BACKGROUND: -

Dambala women Horticulture Farmer Producer Company Limited (DWHFPCL) was established in 2025 under the Companies Act, 2013 with the support of District Administration and ORMAS, Gajapati under the govt of India 10K FPO at Sindhibi, GP -Dambala of Rayagada Block. The company has been formed with the mission to empower farmers of Rayagada block by providing collective strength, modern farming practices, and access to sustainable market opportunities.

Pine apple and horticulture based is the primary crop cultivated in the block, but small and marginal farmers often face challenges such as poor price realization, dependence on middlemen, lack of storage, and limited market linkages. DWHFPCL seeks to overcome these barriers by adopting a cluster-based approach through Farmer Groups and Women SHGs. The company focuses on aggregation of produce, facilitation of input supply, storage and processing support, and collective marketing to ensure farmers get fair prices.

With Pineapple and its by-products having wide demand both within and outside Odisha, DWHFPCL also aims to promote branding, packaging, and value addition of maize products to capture larger markets. By doing so, the company envisions reducing farmers' dependency on intermediaries, enhancing profitability, and building a sustainable livelihood ecosystem for maize-growing households in Mohana block.

Selection Criteria for the post of CEO of the Producer Company are given below.

Designation	Chief Executive Officer (CEO)
Qualification	Either graduate in Agriculture/ Agri marketing/ Agri business management or BBA or equivalent. Professionals with 10+2 and preferably diploma in Agriculture/ Agri marketing/Agri business management or in such other related areas.
Experience	1-3 Years or above of work experience in Producer Company/ FPOs/Cooperative Management. Experience of Vendor management
Age	Maximum 35 Years.
Monthly Salary	Rs.20,000/- per month (Consolidated) Performance Incentive will be given based on the achievement of targets and profit of the Producer Company.
Required position	1
Job profile	<ol style="list-style-type: none">1. Providing legal and administrative support for the functioning of the FPO as per the guidelines. Support Community Mobilization and building local inclusive leadership with help of Udyog Mitra.2. Preparation of DPR, Business Plan, Annual Action plan & Business Development of the FPO.3. Build up share capital of the company.

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DWHFPCL

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4. Conduct market research and building profitable market linkages.
5. Integrating with technology and exploring alternatives for value addition of primary produce.
6. Help in providing timely inputs at affordable price to member producers.
7. Working with the Board of Directors for mobilization of more producers to join the PC.
8. Conducting the basic and thematic training program.
9. Management of outlets.
10. Preparation of Catalogue, Leaflet, and other documentation.
11. Have creative perspective in understanding a product in terms of design and its marketability.
12. Apart from that the candidate should do the job as and when assigned by the authorities.

Suitability for CEO

1. She should be passionate, energetic, pro-active, and committed to the concept of rural development through market integration and professional management.
 2. She should be Interested to work with rural communities, People from varying backgrounds, demographic characteristics, and educational levels.
 3. She should be willing to engage with a large variety of stakeholders like processors, Retailers.
 4. Corporate, traders, input suppliers, government officials, administrative officials, field staff and producers to create value for producers.
 5. She should be willing to stay in cluster level at rural locations.
 6. She should be willing to travel long distance by bus/two-wheelers.
 7. She should have two-wheeler
 8. She should be interested to hold regular meetings with producers and actively spread awareness on a variety of issues.
 9. She should be someone who pays a lot of attention to small details and can help with administrative work.
 10. She should be willing to learn and adapt.
 11. She should work as per the FPO guideline.
- .Women candidates are encouraged to apply

Designation	Accountant –Cum- MIS Incharge
Qualification	10+2 with Mathematics as a compulsory subject or alternatively with Commerce or Accountancy background
Experience	1 Years or above
Age	Maximum 32 Years
Monthly Salary	Rs.10,000/- per month (Consolidated)
Required position	1

Job profile

1. Prepare balance sheets, profit and loss statements and other financial reports.
2. Reports organization's finances to management.
3. Suggestions about resource utilization, tax strategies and assumptions underlying budget forecasts.
4. Prepare asset, liability, and capital account entries by compiling and analysing account information.
5. Document financial transactions by entering account information.
6. Summarize current financial status by collecting information, preparing balance sheet, profit and loss statement and other reports.
7. Maintain accounting controls by preparing and recommending policies and procedures
8. Secure financial information by completing database backups.

Mangela Bhuyan
Managing Director
 DWHEPCL

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Chairperson
 DWHEPCL

- Verify, allocate, post, and reconcile transactions
10. Produce error-free accounting reports and present their results.
 11. Analyse financial information and summarise financial status.
 12. Prepare financial statements and produce budget according to schedule.
 13. Direct internal and external audits to ensure compliance.
 14. Any other work assigned by the CEO and authorities.
 15. Should perform the job as per the FPO Guideline.
 16. Women candidates are encouraged to apply

Suitability for Accountant

1. Thorough knowledge of basic accounting procedures and principles.
2. Thorough knowledge on MS Office.
3. Experience with creating financial statements.
4. Experience with general ledger functions and the month-end/year end close process.
5. Excellent accounting software user (Tally)
6. Accuracy and attention to detail.
7. Intermediate understanding of accounting and reporting standards.

PLACE OF POSTING:

Rayagada Block , Gajapati, Odisha

HOW TO APPLY:

1. Candidates shall have a valid personal email (ID) and mobile number for future communication.

SELECTION PROCEDURE:

The selection process will consist of short listing of candidates on basis of academic qualifications, and experience & skills followed by Written Ability Test and personal interview.

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DWHFPCL

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Chairperson
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APPLICATION FORM FOR THE POST OF(CEO IN CHARGE)

Post Applied For:-

1. Personal Details

Title	(FIRST NAME)	(SURNAME)
Address		
Present		Permanent (Not necessary, if the Present Address and the Permanent Address are same)
Mobile Number:		
Alternate Contact Number (If available):		
Email Address:		
Date of Birth: (DD/MM/YYYY):		
Category (ST/SC/SEBC/General):		

2. Educational Qualification (10th Standard onwards)

Qualification	Institution	Board/University	Year of Completion	Division	Percentage

- Where only division or grade is awarded, the candidate is required to convert it in terms of percentage. Self-attested Xerox copies of all mark sheets of all examinations shall be submitted at the time of verification.

3. Trainings/qualifications including relevant short training courses:

Course	Duration	Institution	Details

4. Work Experience Details:

Name and Address of the Organization	Designation	Duration		Experiences in Month	Brief description of Duties
		From	To		

N.B. Experience certificate shall be obtained from the employer & self-attested Xerox copy of the same shall be submitted at the time of verification.

5. Language Proficiency: (Please tick in the appropriate box)

Language	Speak	Read	Write
English			
Hindi			
Odia			
Any other (Please Specify)			

Declaration:

I do hereby declare that all statements made in the application form are true, complete, and correct to the best of my knowledge and belief. In the event of any information being found to be false or incorrect at any point of time, my candidature/ engagement will be cancelled/ terminated without any further notice.

Date:

Place:

Signature of the Applicant

Canvassing for employment in any manner will be a disqualification.