

Job Details

Job Description

Job Title	Officer On Special Duty (OSD) for Liaisoning with State Govt and agencies associated with GoJ (initially for a period of 12 months)
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Main Purpose

Undertaking the responsibility of liaison with the Government of Jharkhand in coordination with the MD's Office of JMF.

Responsibility

- Liaisoning with GoJ and agencies associated with GoJ.
- Preparation of communication with the State Govt agencies for MD office.
- Drafting of minutes held between JMF and other stake holders.
- Any other related job as and when required.

Job Specification

Qualification & Experience	Degree/Diploma in Dairy technology with hands on experience of more than 25 years of close working with Govt. departments and agencies. Retired persons having required skill sets up to the age of 62 years can also apply.
Managerial Skills / Attributes	Good verbal and written communication and interpersonal skills and having ability of working liaisoning with Government officials. Knowledge of Hindi is compulsory.

Compensation: Negotiable

Eligible candidates who are willing to undertake the described job responsibilities in the Jharkhand Milk Federation may send their resume in the attached format indicating Job Title in subject line of their mail at our email id: hrd@jmf.coop or send their resume by post at "The Jharkhand State Cooperative Milk Producers' Federation Ltd, Farmers Training Centre Campus, Sector-2, Dhurwa, Ranchi-834002." latest by 28th March 2022 (05:00 P.M.). Date and venue of interview will be communicated to the shortlisted candidates through email.

Posted on : 21-03-2022