

AGRICULTURE EXTENSION OFFICER

Job Opportunity

Number: AGRO/HR/2021/04
Published Date: 15 April 2021
Published Time: 1027
Deadline: 22 April 2021 0000

Agro National Corporation is looking for an enthusiastic, competent, and committed individual to work on a project. The project will be implemented through partnership with IFAD and Ministry of Fisheries, Marine Resources and Agriculture.

NO. OF VACANCY:

- 03 (HA.Hoarafushi, Hdh. Vaikaradhoo and Sh.Milandhoo) one staff from each island.

VACANCY TYPE:

- Fulltime

REMUNERATION:

- Basic Salary: MVR 6750/-
- Service Allowance MVR 2025/-
- Attendance Allowance MVR 1687.50
- Fixed Allowance MVR 1687.50
- Hardship Allowance MVR 1012.50
- Phone Allowance MVR 500/-

QUALIFICATION & EXPERIENCE:

- Minimum O'level
- At least two years of work experience in agriculture / business development will be an added advantage.
- Qualifications/certification and background on farm production practices and related activities will be an added advantage.
- Must be able to travel out of the island / country for long durations.
- Have good written and oral communication skills in English and Dhivehi.
- Must have basic Computer knowledge.
- Well-developed organizational and managerial skills.
- Good time management, interpersonal skills and be able to work individually and with teams to meet tight deadlines.

IMPORTANT RESPONSIBILITIES MAY INCLUDE, BUT NO LIMITED TO:

- Facilitate in identifying contract farmers and assist in implementation on farming in accordance with contractual farming arrangements.
- Monitor the works carried out in the field and ensure that the schedule given by the company is followed by farmers.
- Submission of monthly work plan and targets to MAP
- Complete the monitoring forms required for MoFMRA and IFAD are completed on-time and submitted on-time.
- Submit periodic progress reports to MAP.
- Provide Good Agricultural Practices (GAP) Training to the selected farmers and project beneficiaries.
- Ensure that the good agricultural practices are followed by the farmers.

- Ensure monitoring forms to be completed by farmers are filled and submitted on-time.
- Receive, sort and grade the fruits and vegetable delivered by farmers to the standards provided.
- Pack and arrange delivery of agricultural produce to the required locations as instructed by the company.
- Attend to farmer queries and facilitate necessary supplies required by farmers.
- Coordinate with the relevant departments in getting the needed assistance/supplies to the farmers.
- Keep record of all items issued to farmers and maintain record of the product delivered by the farmers.
- Maintain inventory of products and farmer inputs/machineries stored in the storage facilities.
- Prepare and provide reports as required.
- Facilitate in the formation of Island Farmer Forum Groups / Regional Farmer Forum Groups and ensure these groups follow the set guidelines.
- Provide training and facilitate in training arrangements, necessary for farmers and Farmer Forum Groups.
- Deliver training programs according to the training plan.
- Travel within the Atoll and within the Region (if required) for the implementation of project and company activities.
- The coordinator is responsible for the collection of money from selling the fertilizers and other agriculture materials.
- The collection of cash procedure is to be followed as instructed by the Finance Department.

WORKING HOURS:

- 08:00am to 16:00pm (Sunday to Thursday; and Saturdays if needed).

Interested applicants are invited to submit applications to the email address info@agnational.mv with the following documents before **1600hrs of 22 April 2021**.

1. Expression of Interest
2. Copy of National ID Cardp
3. Curriculum Vitae (clearly stating the starting and ending month for previous experiences)
4. Accredited copies of Academic Certificates with transcripts (Documents accepted are copy of accredited certificates/ Letter of completion from the university together with a written document from Maldives Qualification Authority stating that the course completed is accredited to a certain level.)
5. Employment letter from past and present employer / Job reference letters.

15 April 2021