

TERMS OF REFERENCE**For hiring of IT Executive under the World Bank financed Assam Agribusiness and Rural Transformation Project (APART) to be positioned at WAMUL, Guwahati****Project background:**

1. The Government of Assam (GoA) through 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 “Formal Dairy Sector” in the project. WAMUL now intends to engage **IT-Executive** on Contractual basis towards implementation of the APART project.
2. The development objective of APART is “add value and improve 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** 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 C - and sub-component - C.1.3.1 - Milk value chain :Formal sector** .The focus of this value chain is productivity enhancement by organising farmers into Milk Producers Institutions (MPIs) that eventually will get registered as Dairy Cooperative Societies (DCS) and genetic upgradation of Non-descript cows using Artificial insemination , improved feeding through Fodder production demonstration, etc. The project will also install Bulk Milk Coolers (BMC) 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 IT Executive:

6. The IT executive will be providing IT technical support & development , implementation and overall management of IT infrastructure in WAMUL.

The **IT Executive** will be placed at WAMUL HO, Guwahati and will report to Managing Director ,WAMUL

7. Qualifications, Experience, Skills, Age:

Essential:

- a) **Educational Qualification:** B.Tech.(IT/ CSE) or MCA/B.Sc (IT) or 3 years diploma in Computer Science from a recognized institute/University.
- b) **Working Experience:** B.Tech (IT/CSE) or MCA candidates must have minimum 3 years experience **And** B.Sc (IT) or 3 years Diploma in Computer Science candidates must have minimum 5 years experience in Application development with strong understanding of database design and management practices , good knowledge in IT Infrastructure and operation management.
- c) **Computer Skills:** Must have working experience in Hardware, Software Networking
- d) **Age:** Age of the candidate should not be more than 35 years as on 1st January, 2018. However, age relaxation upto 5 years may be given in case of outstanding/extraordinary candidate.

8. Desirable:

- a) Experience of providing IT technical support & Development, implementation and overall management of IT infrastructure
- b) Ability to work effectively in commissioning, installing new applications and customizing existing applications in order to make them fit for purpose.
- c) Define and improve all system and network operations processes

9. Key Job Responsibilities (Indicative):

IT Executive will be responsible for

- a) Communicating regularly with technical, applications and System and network managers to ensure database integrity and security.
- b) Plan, organize, control and evaluate IT and electronic data operations
- c) Managing IT staff
- d) Ensure security of data, network access and backup systems

10. Remuneration, payment terms and leave:

- a) The consolidated remuneration of the IT- Executive will be around Rs. 4.8 lakhs per year, depending upon experience , qualification and pay package of last assignment.
- b) The IT- Executive will be eligible for paid leaves/Holidays as per the applicable norms/policy of WAMUL.
- c) Conveyance arrangements/allowance, TA/DA for any official movement outside Guwahati as per the eligibility.

10. **Reporting and Performance Review:**

- a) The IT Executive will report to the Managing Director of West Assam Milk Producers' Cooperative Union Ltd.
- 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

11. **Duration of assignment:**

- a) The contract period of the IT-Executive is intended for the entire project period i.e. 7 years .However, continuity of the IT- Executive beyond 1 (One) year from the date of joining will depend upon his/her performance.