



**VAIKUNTH MEHTA NATIONAL INSTITUTE
OF COOPERATIVE MANAGEMENT**
Ganeshkhind Road, Near SP Pune University, Pune - 411007



RECRUITMENT

National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED), New Delhi requires experienced, dynamic and result oriented professionals for the posts of **Deputy Manager, Deputy Manager (Accounts), Assistant Manager (IT) and Assistant Manager (Legal)** for its offices anywhere in India.

For submission of On-line application and other details regarding number of vacancies / qualification/ experience /emoluments etc. please visit website: <https://vamnicom.gov.in/recruitment>. The last date for submission of applications is 28th February, 2025 before 17.00 Hrs.

NAFED reserves the right to accept / reject any of the application(s) or rescind the recruitment at any point of time without assigning any reason thereof.



वैकुंठ मेहता राष्ट्रीय सहकारी प्रबंधन संस्थान

गणेशखिंड रोड, एसपी पुणे यूनिवर्सिटी के पास, पुणे-411007



भर्ती

भारतीय राष्ट्रीय कृषि सहकारी विपणन संघ मर्यादित (नेफेड), नई दिल्ली को भारत में कहीं भी अपने कार्यालयों के लिए उप प्रबंधक, उप प्रबंधक(लेखा), सहायक प्रबंधक (आईटी) और सहायक प्रबंधक (विधिक) के पदों के लिए अनुभवी, गतिशील और परिणाम उन्मुखी पेशेवरों की आवश्यकता है।

ऑन-लाइन आवेदन प्रस्तुत करने तथा रिक्तियों की संख्या/योग्यता/अनुभव/परिलब्धियों आदि के संबंध में अन्य विवरण वेबसाइट : <https://vamnicom.gov.in/recruitment> पर उपलब्ध है।

आवेदन प्रस्तुत करने की अंतिम तिथि 28 फरवरी, 2025 सायं 17.00 बजे तक है।

नेफेड बिना कोई कारण बताए किसी भी आवेदन को स्वीकार/अस्वीकार करने अथवा किसी समय पर भर्ती प्रक्रिया को रद्द करने का अधिकार सुरक्षित रखता है।



NAFED
Since 1958

JOB DESCRIPTION FOR THE POST OF DEPUTY MANAGER

NAME OF POST	: DEPUTY MANAGER
Number of Vacancy	: 04 (Four)
Minimum Qualification	: Masters in Business Administration or Two Years full time PGDM from Institute of repute recognized by AICTE.
Pay Scale and Benefits	: 53100-167800 (Level -9) as per the analogy of 7th CPC with Nafed's perks & benefits which includes Basic Salary, DA, HRA, Transport Allowance, Children Education Allowance, Leave Encashment, LTC, Medical facilities, CPF, Gratuity, etc. CTC in the range of Rs. 14.27 lakhs (Approx) per annum.
Job Experience	: Minimum 8 years after acquiring MBA / PGDM with 4 years in any Government Organizations at Level-8 of 7th CPC or at Managerial level in PSUs dealing in Procurement / Sale / Import / Export of Agricultural commodities or Managerial cadre having an annual CTC of Rs. 12.30 lakhs (Approx) in any Business Organizations of repute having minimum turnover of Rs. 500 crore per annum preferably dealing in agricultural commodities.
Desired Key skills	: Analytical thinking. Preparation of result oriented commodity – wise objectives / targets and skills to motivate / lead his / her team in achieving the desired goals in consonance with the needs of the employer organizations. Skill to anticipate the Market Trends / Futures in agricultural commodities (Domestic as well globally). Sound knowledge of operating E-portals for procurement and disposal of agricultural commodities. Basic knowledge of banking operations. Excellent command over oral / written English language and effective communication skills. Proficient in use of latest computer based applications.
Optional Skills	: Knowledge of handling International Trade (Import / Export) of agricultural commodities, Port formalities. Storage techniques of agricultural commodities in Warehouses. Exposure of Milling Operation of Pulses and Oilseeds including costing for converting Raw Pulses / Oilseeds to Milled Dal / Oils. Performed the Managerial roles in reputed FMCG companies for Stock Management, Pricing, Merchandizing, Finance and Customer Service.
Age Limit	: Maximum age of 40 years as on the date of advertisement.
Method of Recruitment	: Written test followed by personal interviews.
Posting	: Anywhere in India
Others	: Candidate should be of clean antecedents free from any criminal charges and consequent criminal proceedings.



JOB DESCRIPTION OF THE POST OF DEPUTY MANAGER (ACCOUNTS)

NAME OF POST	:	DEPUTY MANAGER (ACCOUNTS)
Number of Vacancy	:	04 (FOUR)
Minimum Qualification	:	Chartered Accountant (CA) / CMA (Formerly known as ICWA) / B. Com with MBA (Finance)
Pay Scale and Benefits	:	53100-167800 (Level -9) as per the analogy of 7 th CPC with Nafed's perks & benefits which includes Basic Salary, DA, HRA, Transport Allowance, Children Education Allowance, Leave Encashment, LTC, Medical facilities, CPF, Gratuity, etc. CTC in the range of Rs. 14.27 lakhs (Approx) per annum.
Job Experience	:	<p>i) The candidates should have minimum 8 years of post qualification experience in case of Chartered Accountant (CA) / CMA and 10 years in case of B. Com with MBA (Finance) as an Executive / Officer in – Govt. or PSUs or Reputed / Leading Organisations or in Commercial Undertaking of repute having annual turnover of <u>Rs. 500 Crore.</u></p> <p>ii) Candidates having exposure in Accounting, Treasury, Fund Management & Investment Proposal, Costing, MIS, Budget Control, compilation of Annual Accounts and Audits, Direct & Indirect Taxation, Tender Procedures, Computerized Accounts and Audit and Risk Management;</p> <p>iii) Experience of candidates working on contract basis through an empanelled Agency / Contractor (i.e. those who have been deployed on contract basis by some other Agency / Organization) will not be considered. Only direct work experience including fixed term basis employment in an Organization will be taken into consideration.</p>
Desired Key skills	:	<ul style="list-style-type: none">➤ Analytical thinking➤ Knowledge of Accountancy, Finance & Taxation.➤ Excellent command over oral / written English language and effective communication skills.➤ Proficient in use of Tally and ERPs latest computer based applications.
Age	:	Maximum age of 40 years as on the date of advertisement
Method of Recruitment	:	Written test followed by personal interviews.
Posting	:	Anywhere in India.
Others	:	Candidate should be of clean antecedents free from any criminal charges and consequent criminal proceedings.



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JOB PROFILE FOR THE POST OF ASSISTANT MANAGER (LEGAL)

Name of Post	ASSISTANT MANAGER (LEGAL)
Number of Vacancy	01 (ONE)
Qualification	Full-time Graduate Degree in any discipline and Full-time Bachelors Degree in Law (LL.B.) (03 years professional course) with minimum 50% mark OR 05 years Integrated B.A. LL.B. with minimum 50% marks from reputed University/Institution. The degree should also be recognized by the Bar Council of India. The candidate registered as Legal Practitioner / Advocate / Solicitor in the State Bar Council shall be given preference.
Pay Scale and Benefits	Rs. 47600-151100 (L-8) of Central Govt. Pay Scale) with Nafed's perks & benefits which includes Basic Salary, DA, HRA , Transport Allowance, CEA, Leave Encashment, LTC, Medical facilities, etc. CTC in the range of Rs. 12.30 lakhs (Approx) per annum.
Experience	Minimum 05 (Five) years' post qualification experience (excluding training period) as a Law Executive in State/ Central Government Department(s)/ Institution(s)/ Undertaking (s) and/ or Large Private Sector Organization(s)/ Institution(s)/ Company(ies) or as an Advocate in Reputed Law Firm(s). Candidates having experience as an Advocate in Reputed Law Firm(s) must have enrolled themselves with the concerned Bar Council as an advocate. Preference would be given to candidates having sound experience and exposure to laws of recovery, arbitration, labour, employment, etc.
Desired Key Skills	To deal with all the legal matters/ litigation of the Federation. Incumbent will also have to look after the arbitration matters and other matters of conciliation, adjudications etc. before different forum/ tribunal and any other authorities. He/she will also represent organization in various Dispute Redressal Forums, District Courts, Civil Courts, Tribunals, High Courts, Supreme Court. Knowledge of Arbitration, recovery suits, cheque bounce matters, Consumer Disputes, Laws related to Labour Laws, Civil and Criminal, IBC etc is essential. To draft legal documents, Lease Agreements, vet documents and to give opinion on legal issues.
Age	Maximum age of 35 years as on the date of advertisement.
Method of Recruitment	Written test and Interview.
Posting	Anywhere in India
Others	Candidate should be of clean antecedents free from any criminal charges and consequent criminal proceedings.



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JOB PROFILE FOR THE POST OF ASSISTANT MANAGER (IT)

NAME OF POST	:	ASSISTANT MANAGER (INFORMATION AND TECHNOLOGY)
Number of Vacancy	:	01 (ONE)
Minimum Qualification	:	BE / B. Tech in Computer Science / Information Technology/Computer Science and Engineering/Software Engineering.
Pay Scale and Benefits	:	Rs. 47600-151100 (L-8) of Central Govt. Pay Scale) with Nafed's perks & benefits which includes Basic Salary, DA, HRA, Transport Allowance, CEA, Leave Encashment, LTC, Medical facilities, etc. CTC in the range of Rs. 12.30 lakhs (Approx) per annum.
Job Experience	:	<ul style="list-style-type: none">• 6+ years' experience in information technology management• Comprehensive understanding of network architecture and client/server technology• Software development abilities preferred• Strong problem solving and communication skills required• Excellent knowledge of information technology general controls, data and cyber security, computer hardware/software systems• Stakeholder management, requirement gathering, vendor coordination, project management.• End to end implementation of IT projects from ideation, execution till go-live and support phase.
Desired key skills	:	<ul style="list-style-type: none">• Manage all aspects of the implementation and operation of information and functional systems for the organization, including software applications, network and end-user computers.• Manage communications and working relationships between IT and other departments within the organization as well as multiple outside IT service providers• Implement and coordinate policies and procedures for all areas of information technology to assure data accuracy, security, legal and regulatory compliance; assure compliance with Standard Operating Procedures (SOPs).• Preparation of tenders, evaluation and finalization of vendors, contract management.• Ensure security of information technology assets, data, network access, and backup systems and supervise agreed audits to verify the security of internal and external systems• Act in alignment with user needs and system functionality to contribute to organizational growth
Age	:	Maximum age of 35 years as on the date of advertisement.
Method of Recruitment	:	Written Test followed by personal interviews.
Posting	:	Anywhere in India
Others	:	Candidates should be of clean antecedents free from any criminal charges and consequent criminal proceedings.

[CLICK HERE FOR ONLINE APPLICATION](#)