

Government of India
Department of Agriculture, Cooperation & Farmers Welfare
(Agri Trade Policy Division)
Krishi Bhawan, New Delhi

Department of Agriculture, Cooperation & FW is looking to engage the services of Young Professionals in Agri Trade Policy Dn. in Krishi Bhawan, New Delhi on contract basis. Details of the posts and terms & conditions as well as period of engagement, eligibility, experience, etc. are given below.

1	Name of post	Young Professional
2	Number of posts	2 (two) in Krishi Bhawan, New Delhi
3	Method of recruitment	Contract basis through Open Market
4	Age Limit	Candidates should be below 32 years of age as on 1 st January, 2018
5	Period of Contract	Initially for a period of 2 years (can be extended upto 5 years -one year at a time, on the recommendation of the Screening Committee). In case a person leaves before completion of one year, he/she will not get any work certificate.
6	Remuneration (per month)	An initial consolidated amount of Rs. 60,000 per month, inclusive of Transport Allowance and all taxes. There shall be an annual increase of Rs.5000/- subject to satisfactory performance.
7	Education qualification	Essential- Master's Degree in Economics/Statistics/ Agri-Business/ International Trade/ MBA or equivalent Desirable- M. Phil/Ph.D. or additional qualifications, research experience, published papers and post qualification experience in the relevant field as prescribed in the job description below.
8	Experience	Minimum of one year of work experience relevant to the job description. The broad work experience will be based on the functional areas assigned to Agriculture Trade Policy Division of Department of Agriculture, Cooperation and FW. Preference will be given to persons with work experience in the relevant field supported by published work/ policy papers/ appraisal/ monitoring of projects & schemes etc.
9	Job description	Young Professionals (YPs) will be required to provide high quality inputs on Domestic and International Trends in Agriculture including domestic production, international production, import trends, export trends, WTO issues, Inputs for PTAs/FTAs, Trade Policies of other countries etc. This would require demonstration of proven academic credentials, professional achievements and leadership qualities on the part of the aspirants.
10	Submission of Applications	Applications are to be submitted online / post. Eligible candidates may apply at ustrade-agri@nic.in . The last date of submission of applications is 30.6.2018 till 5.30 P.M.

The detailed terms and conditions of engagement of the YPs issued by this Department vide O.M. No. 11011/01/2018-Trade dated 16th May, 2018. The guidelines are placed on the website of this Department i.e. www.agricoop.gov.in. DAC&FW reserves the right to terminate the contract at any time, without assigning any reason.

File No. 11011/01/2018-Trade
Government of India
Ministry of Agriculture & FW
Department of Agriculture, Cooperation & FW
(Agriculture Trade Policy Division)

Krishi Bhawan, New Delhi

Dated: 16th May, 2018

OFFICE MEMORANDUM

Subject: Procedure and Guidelines for engagement of Young Professionals in Agriculture Trade Policy Division of Department of Agriculture Cooperation & Farmers Welfare (DAC&FW)

Agriculture Trade Policy Division is entrusted with the responsibility of making policy recommendations on export and import of agricultural commodities. Agriculture Trade Policy Division is the nodal Division of this Department for coordinating/ formulating responses on World Trade Organization's (WTO) Agreement on Agriculture and in matters relating to Preferential Trade Agreements (PTAs)/ Free Trade Agreements (FTAs) with different countries with the Ministry of Commerce. This Division also deals with Department of Industrial Policy & Promotion (DIPP) on policy matters on foreign direct investment (FDI) in agriculture and with Ministry of Finance in matters relating to the modification in the Custom duty and Goods and Services Tax (GST) on agricultural commodities.

2 Agriculture Trade Policy Division, DAC&FW seeks to provide a unique opportunity for persons below the age of 32 years, exposure to various aspects of Agriculture Trade Policy. This Department seeks to engage persons with a passion for enhancing knowledge and become expert in the field of international agriculture trade. This Department seeks to provide an opportunity to gain experience in the formulation of various policies of Government of India on agriculture trade. This highly selective activity requires candidates to demonstrate proven academic, credentials, professional achievement and leadership qualities. Those who are interested in participating in the activity may apply - in response to advertisements likely to be placed in the public domain of this Department. The format of application is enclosed at Annex-II.

3 **Eligibility:**

- i) Qualifications: Master Degree in Economics/ Statistics/Agri-Business/ International Trade/ MBA or equivalent. Candidates should have proficiency in handling computer (MS office, Power Point etc).
- ii) Desirable: M. Phil/ Ph.D. or additional qualifications, research experience, published papers and post qualification experience in the relevant field as prescribed in the job description below

4 **Work Experience:**

- i) Minimum of one year of work experience relevant to the job description.
- ii) The broad work experience will be based on the functional areas assigned to

Department of Agriculture. Preference will be given to persons with work experience in the relevant field supported by published work/ policy papers/ appraisal/ monitoring of projects & schemes etc.

5 **Job description & Terms of References (ToRs):**

Young Professionals (YPs) will be required to provide high quality inputs on Domestic and International Trends in Agriculture including domestic production, international production, import trends, export trends, WTO issues, Inputs for PTAs/FTAs, Trade Policies of other countries etc. This would require demonstration of proven academic credentials, professional achievements and leadership qualities on the part of the aspirants. The detailed ToRs are attached at Annex-III.

6 **Age limit:** Candidates should be below 32 years of age as on 1st January 2018.

7 **Remuneration:** A consolidated amount of Rs. 60,000 per month inclusive of Transport Allowance and all other taxes. There shall be an annual increase of Rs. 5000/- subject to satisfactory performance.

8 **Place of Posting:** The place of posting will be at Krishi Bhawan, New Delhi

9 **Period of engagement:** Period of engagement is initially for a period of 2 years,(can be extended upto 5 years - one year at a time, on the recommendations of Screening Committee).In case a person leaves before completion of one year, he/she will not get any work certificate.

10 **Leave:** Leave of 8 days shall be allowed in a year on pro-rata basis. Additional leave sought by the professional would be permitted without pay during the said period

11 **TA/DA:** In case, young professional is directed to undertake domestic tours for carrying out field study/ survey etc. on the related work of DAC&FW, travelling allowance (TA) will be allowed for travelling by Rail in AC Two Tier. In emergencies, he/she will be allowed to travel by air in economy class subject to approval of Secretary, DAC&FW

12 **Number of Young Professionals:** The total number of Young Professionals requirement of DAC&FW is 2.

13 **Procedure for Selection:** All the applications received in response to the vacancies advertised by this Department will be scrutinized and shortlisted for selecting the eligible candidates for engagement as Young Professionals by the Screening Committee of DAC&FW. The composition of the Screening Committee is as given below:

- i) Additional Secretary (Trade) - Chairperson
- ii) Advisor (Trade) – Member
- iii) Director (Trade)- Member
- iv) Director (Plant Protection)- Member

The shortlisted candidates have to appear before the Screening Committee for an interview as per earmarked date intimated by this Deptt. Based on the recommendations of the Screening Committee after scrutiny and interview, a panel of 4 candidates in order of merit including a waitlist of 2 candidates against the 2 posts of Young Professionals will be drawn. Top two selected candidates of final merit list will be given offer of appointment to join the post. The panel would be valid for a period of one year. In case, selected candidate does not accept offer of appointment, the next candidate in the panel will be offered the appointment against the said vacant post. No reference to the IFD shall be required for case to case engagement of YPs unless there is a deviation/relaxation sought in respect of the guidelines.

- 14 **Conflicting of interests:** The Professional shall be expected to follow the general rules and regulations laid down by the Government for the employees. The appointed YP will display utmost honesty , secrecy of office, punctuality and sincerely while discharging his / her duties. In case the serices of YP are not found satisfactory or found in conflict with the interest of the Government functioning, his/ her duties is liable to be terminated / discontinued without assigning and reasons whatsoever.
- 15 **Termination notice:** DAC&FW has reserve the right to cancel the appointment at any time without providing any reasons in the interest of service. However, in the normal course, one month's notice to the YP will be given. YP can also seek termination of contract by giving one month's advance notice in writing to DAC&FW.
- 16 **Ownership of Material and Confidentiality:** Any study, report or other material, graphic, software or otherwise, prepared by the YP for DAC&FW during contractual engagement shall belong to and remain the property of the Client. The YP may retain a copy of such documents and software. The YP shall not, during the term of his contract/ engagement with DAC&FW and within two years after its expiration, disclose any information relating to the services, this contract or the client's business or operations without the prior written consent of the client/ DAC&FW.
17. Other terms & Conditions are attached at Annex-I.

These issues in consultation with Integrated Finance Division vide ID No. 54821 dated 8.5.2018.


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Director

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Terms and condition of the engagement are as under:

1. The engagement will be purely on contract basis. They will not be entitled for any claim or right for continuing in their assignment or regular appointment to this assignment/post or any other post in the DAC&FW/Government of India.
2. The Consultants/Personnel will not be entitled to any benefits like PF, Pension, Gratuity, Medical Allowances, House Rent allowance, CCA, Dearness Allowance, Transport Allowance or any other allowance.
3. They will not be entitled to any T.A. or joining time for joining the assignment.
4. They will not be entitled to accommodation and facilities such as regular transport/telephone connection or any other allowance.
5. They will be subject to provisions of the Indian Official Secret Act, 1923. Any information gathered during the period of engagement shall not be divulged to anyone who is not authorized to have the same.
6. The persons engaged on full time basis will not be allowed to take any other assignment during the period of contractual engagement.
7. Interested and eligible candidates may forward their detailed resume, including details of educational qualifications and past experience, and self- attested copies of documents in support of essential/desired qualification to Shri Ganesh Singh, Under Secretary (Trade), Agri. Trade Policy Division, Department of Agriculture, Cooperation & Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Room No. 442, Krishi Bhawan, New Delhi - 110001. Further to facilitate processing, the interested candidates may also send their applications in response to the publication of said advertisement on the web portal of the Department i.e <http://agricoop.nic.in>, and they may also send soft copy of the application/documents on Email-id: ustrade-agri@nic.in.

Format for the application

Name	
Fathers name	
Date of birth and age (with supporting DoB certificate/ AADHAR card/ PAN card etc)	
Present Address	
Education Qualifications (High School onwards with self- attested supporting certificates)	
Work Experience (along with details of organization, post held, period and duties performed)	
Proficiency in handling computers	
Contact details (like e-mail , mobile no.)	
Any other relevant information	

Scope of Work/ Terms of Reference (ToR):

- i) Preparation of database of India's trade flows (global export and import in value and quantity terms) for all agricultural products (administered by Department of Agriculture & Cooperation) of last 5 years at HS 8 digit, along with bound and applied rates with periodical updation and analysis
 - a) Analyse the database to capture broad export trends, conduct competitiveness analysis of India's agriculture products for exports and identify the tariff lines with (i) high export growth and (ii) other products having export potential.
 - b) Analyse the database to capture broad import trends, conduct an analysis of vulnerability of India's agriculture products from imports and identify the products/tariff lines with imports threat that would require duty protection on account of livelihood and food security.

- ii) Create a database of trade flows for following trading blocs - European Union, EFTA, ASEAN, MERCOSURE, SACU and for major countries namely USA, China, Japan, Australia, Brazil, Argentina, Canada, South Africa, South Korea, Thailand, New Zealand, Israel etc for last three years. The data base will have export and import (value and quantity) of trading block/ country with the world and India along with bound and applied rate. HS 8 digit classification of agricultural products of India will be harmonised with HS 8 digit of the trading block/ specific country for the entire data base with periodical updation and analysis
 - a) Analyse the database to capture broad export trends, conduct competitiveness analysis of India's agriculture products for exports and identify the products/tariff lines with export potential in trading block/country.
 - b) Identify the tariff lines that would require reduction in the existing tariff of the partner trading block/country (for drawing up the request list in FTA negotiations).

- c) Identify the tariff lines/products where tariff concession can be offered by India to the trading block/country, indicating the extent of concession, along with reason (for drawing up the offer list in FTA negotiations).
- iii) Analysis/feedback on Agreement on Agriculture (AoA) of WTO and responses to queries raised on policies of India in Committee on Agriculture in WTO
- iv) Sanitary and phyto sanitary (SPS) and other Non Tariff Barriers (NTB's) which Indian products are subject to in the destination countries /periodic Updation & Analysis
- v) Analysis of FTAs- Responding to requests received from other countries for FTAs, analysis of existing FTAs, inputs on offers received and proposed offers by India.
- vi) Inputs for weekly meetings of Inter Ministerial Committee in Ministry of Consumer Affairs, Food & PD. Coordinating with IIM-A and collating/presenting the inputs received from IIM-A for the meetings and policy decisions.
- vii) Monitoring of regulatory changes in other countries with regard to Agricultural Sector and giving inputs for bilateral visits, responses to foreign delegations, inputs for interacting with Indian Embassies abroad. Coordinating with IIFT and collating/presenting the inputs received from IIFT for the meetings and policy decisions.
- viii) In addition to the above, time to time work may be assigned with regard to any new work in the area of Agriculture Trade Policy or related areas.
