

# SAMLESWARI SAMBALPUR NTFP FARMERS PRODUCER COMPANY LTD.

Corporate ID No. U01100OR2021PTC035647

E-mail: samleswarisambalpur@gmail.com, Phone-8249799025

Advertisement No. 320 /

Dated the 03/07/2026

## RECRUITMENT ADVERTISEMENT

Samleswari Sambalpur NTFP Farmers Producer Company Ltd. invites applications from eligible candidates for contractual engagement of the following posts:

Positions	No. of vacancies	Qualification	Max. Age Limit	Experience	Salary (Per Month) (INR)
Chief Executive Officer (CEO)	01	<ul style="list-style-type: none"><li>MBA/Master's Degree or Post Graduation Diploma or equivalent degree in Marketing Management/Rural Management/Development Management/Social Entrepreneur and any other relevant fields.</li><li>Post Qualification Experience in managing FPOs, PCs will be given preference.</li></ul>	40 years	2 years or above	20,000.00 (Consolidated)
Accountant	01	<ul style="list-style-type: none"><li>10+2 with Mathematics as compulsory subject or alternatively with Commerce or Accountancy background.</li><li>Knowledge of Accounting software (TALLY) etc. is must.</li></ul> <p>If any member of SHG or her family members meet the above criteria, they may be considered preferably in the process</p>	35 years	1 + year of work experience as an Accountant handling financial transaction with exposure to accounting software	10,000.00 (Consolidated)

Mohini Behera



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1. Details of role, responsibilities, qualifications and other eligibility criteria for each Post and application forms are available in [www.sambalpur.odisha.gov.in](http://www.sambalpur.odisha.gov.in)
2. Documents in support of identity, qualifications, experience, etc. must be produced in 'originals' as and when required.
3. The selection process will consist of short listing of candidates on the basis of academic qualifications, experience, Telephonic Interview and Written Ability Test followed by personal interview.
4. The Educational Qualification should be from approved recognized institutions and only prescribed Post Educational work experience will be counted / taken into consideration.
5. Only shortlisted candidates will be informed about further selection process through text message and email. Applicants should ensure that the mobile number and email-id given in the application form is active.
6. The P.C. reserves the right to cancel/ reject any or all applications or to cancel / reject or to amend any clause laid down in the advertisement.
7. The last date of receipt of applications for the above post(s) is **23/07/2026** up to 4.00 PM; The Applications can be submitted through E-mail I.D.: [samleswarisambalpur@gmail.com](mailto:samleswarisambalpur@gmail.com) or can also be submitted through Registered Post to the address given below. Candidates should note that incomplete application or applications received after due date and time are liable to be rejected summarily.

### Address:

Samleswari Sambalpur NTFP Farmers Producers Company Ltd, 1st Floor Zilla Parishad office, Kacheri Road, Sambalpur, Odisha PIN-768001

1. Self-attested Scanned copy of Documents in support of Identity, Qualifications, Experiences, age proof certificate, caste certificate, etc. to be sent with the application form in the company Email ID [samleswarisambalpur@gmail.com](mailto:samleswarisambalpur@gmail.com) through Registered Post.
2. Candidates shall have a valid personal email (ID) and mobile number which should be kept till the recruitment process is over.

*Mohini Behera*  
Signature of Managing Director



## **SAMLESWARI SAMBALPUR NTFP FARMERS PRODUCER COMPANY LTD.**

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### **Selection Procedure:**

The selection process will consist of short listing of candidates on basis of academic qualifications, and experience & skills, followed by Written Ability Test and personal interview.

### **RECRUITMENT OF STAFFS FOR**

### **SAMLESWARI SAMBALPUR NTFP FARMERS PRODUCER COMPANY LTD, SAMBALPUR**

#### **INTRODUCTION & BACKGROUND: -**

Samleswari Sambalpur NTFP Farmers Producer Company Limited (SSNFPCL) was established under Companies Act 2013, in the year 2021 with the support of District Administration, Sambalpur. The mission of this Producer Company is to enable the rural producers of Sambalpur District to improve their quality of life by delivering them handholding support to get them to take up business activities. This Producer Company is dealing with procurement and marketing of Non Timber Forest Produce like Harida, Bahada, Sal seeds, Tamarind, Sal/Silai leaf plate making etc. and also farm produce like fruits, vegetables and flowers. Basically, idea of this Producer Company is to provide all types of support i.e., forward and backward linkage to the producers through WSHG/Producer Group and cluster approach.

Sambalpur district is fortunately blessed with very conducive climate for NTFP, Horticulture and Animal Husbandry. The geographical area of the district is 6702SQ KM. Out of the total farm family, about 88% are small & marginal farmers. Out of 1,93,674 ha. of cultivable land about 1,60,294 ha. are medium & high lands. These medium & high lands have been diverted for cultivation of horticultural crops like fruit, vegetable, flower etc. So, to support the producers of Sambalpur district this initiative has been taken place to support the farmers getting adequate return as well as adding best practices to their fields. The forest area comprises more than 50% of the District and hence many Non Timber Forest Products are available in Sambalpur. The major products are Sal seeds, Sal/Silai leaves, Tamarind, Harida, Bahada, Thorn broom and Char seeds. The value additions of these items and selling to Govt. and private agencies is a major activity of the Farmer Producer Company.

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A Farmer Producer Company is a hybrid between cooperative societies and private limited companies. The concept of PC is to organize farmers into a collective to improve their bargaining strength in the market. They are owned and governed by shareholder farmers and administered by professional managers. They adopt all the good principles of cooperatives and the efficient business practices of companies. The (SSNFPCL) will undertake activities related to production, harvesting, procurement, grading, pooling, marketing, processing, etc., of agricultural produce in Sambalpur and will penetrate the other market very soon.

The challenge for the producer Company is to maintain the quality of produce and regular supply to its markets. Packaging, value addition and Marketing of these perishable items require a well-designed supply chain, although, there is a huge demand exists in the market for fresh and export quality products, packaging, branding and marketing has always been an issue considering a tight budget. Similarly marketing of Non Timber Forest Produce (NTFP) and its value added products are another core activity of the PC.

### TOR

Designation	Chief Executive Officer (CEO)
Qualification	MBA/Master's Degree or Post Graduation Diploma or equivalent degree in Marketing Management/ Rural Management/ Development Management/Social Entrepreneur and any other relevant fields.
Experience	2 Years or above Post Educational work experience in Producer Company/ FPOs/Cooperative Management etc. Experience of Vendor management. However, experience in related industries will be given preference.
Age	Maximum 40 Years.
Monthly Salary	Rs.20,000/- per month (Consolidated) + TA
Required position	1 (One)
<b>Job profile</b>	
1. Providing Legal and Administrative support for the functioning of the PC as per the	

Mohmi Behera



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guidelines.

2. Act as an effective Link between Zilla Parishad / OLM /ORMAS / Mission Shakti & Farmer Producer Company
3. Support Community Mobilization and building local inclusive leadership with help of Udyog Mitra.
4. Business Development of the PC.
5. Build up share capital of the company.
6. Conduct market research and building profitable market linkages.
7. Integrating with technology and exploring alternatives for value addition of primary produce.
8. Aware of the latest trends in order to keep up with a demanding customer base.
9. Working with the Board of Directors for mobilization of more producers to join the PC.
10. Conducting the basic Training program.
11. Management of outlets.
12. Ensure signing of contract (with The Company and Vendor/Traders)
13. Quality control and management at cluster level.
14. Maintain trader list and updated market information.
15. Assess input requirement of the producers and make necessary arrangement for procurement of quality inputs at affordable price.
16. Solicit bids/ quotations/negotiations.
17. Preparation of Catalogue, Leaflet, and other documentation.
18. Have creative perspective in understanding a product in terms of design and its marketability.
19. Any Other work / responsibility that will be entrusted by P.C./ ORMAS/ District Administration as and when required.

Suitability for CEO

Mohini Behera



## SAMLESWARI SAMBALPUR NTFP FARMERS PRODUCER COMPANY LTD.

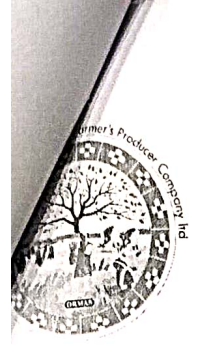
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1. S/he should be passionate, energetic, pro-active, and committed to the concept of rural development through market integration and professional management.
2. S/he should be Interested to work with rural communities, People from varying backgrounds, demographic characteristics, and educational levels.
3. S/he should be willing to be engaged with a large variety of stakeholders like producers, Retailers, Corporate traders, input suppliers, government officials, administrative officials, field staffs and producers to create value for producers.
4. S/he should be willing to stay in cluster level at rural locations.
5. S/he should be willing to travel long distance by bus/two-wheelers.
6. S/he should have owned a two-wheeler vehicle.
7. S/he should be interested to hold regular meetings with producers and actively spread awareness on a variety of issues.
8. S/he should be someone who pays a lot of attention to small details and can help with administrative work.
9. S/he should be Willing to learn and adapt.
10. Women candidates are encouraged to apply.

Designation	Accountant
Qualification	<ul style="list-style-type: none"><li>• 10+2 with Mathematics as compulsory subject or alternatively with Commerce or Accountancy back ground.</li><li>• Knowledge of accounting software (TALLY) etc. is must.</li><li>• If any member of SHG or her family members meet the above criteria, they may be considered preferably in the process</li></ul>
Experience	1 + year of work experience as an Accountant handling financial transaction with exposure to accounting software
Age	Maximum 35 Years
Monthly Salary	Rs.10,000/- per month(Consolidated)
Required position	1 (One)
Job profile	

Mohini Bchera



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1. Recording daily business transaction of PC in Accounting software
2. Inventory Management
3. Assets Management
4. Dealing with Banks
5. Prepare Financial Records for Auditing
6. Manage Compliance pertaining to Tax and RoC

## PLACE OF POSTING:

The place of posting for Chief Executive Officer & Accountant will be at Producer Company Office. Presently, the Office functions at 1<sup>st</sup> Floor, Zilla Parishad Building, Kacheri Road, Sambalpur (it may be changed to other location in future)

## HOW TO APPLY:

1. The last date of receipt of applications for the above post(s) is **23/07/2026** up to 4.00 PM; The Applications can be submitted through E-mail.D.: [samleswarisambalpur@gmail.com](mailto:samleswarisambalpur@gmail.com) or can also be submitted through Registered Post to the address given below. Candidates should note that incomplete application or applications received after due date and time are liable to be rejected summarily.

### 2. Address:

Samleswari Sambalpur NTFP Farmers Producers Company Ltd, 1st Floor Zilla Parishad office, Kacheri Road, Sambalpur, Odisha PIN-768001

3. Self-attested Scanned copy of Documents in support of Identity, Qualifications, Experiences, age proof certificate, caste certificate, etc. to be sent with the application form in the company Email ID [samleswarisambalpur@gmail.com](mailto:samleswarisambalpur@gmail.com) or through Registered Post.
4. Candidates shall have a valid personal email (ID) and mobile number which should be kept till the recruitment process is over.

*Mohini Behara*

Signature of Managing Director



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## BIO DATA:

The selection process will consist of short listing of candidates on basis of academic qualifications, and experience & skills, followed by Written Ability Test and personal interview.

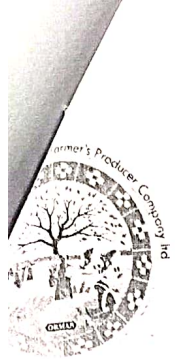
### 1. Personal Details

Title	(FIRST NAME)	(SURNAME)
Address		
Present	Permanent (Not necessary, if the Present Address and the Permanent Address are same)	
Mobile Number:		
Alternate Contact Number (If available):		
Email Address:		
Date of Birth: (DD/MM/YYYY):		
Category (ST/SC/SEBC/General):		

### 2. Educational Qualification (10<sup>th</sup> Standard onwards)

Qualification	Institution	Board/University	Year of Completion	Division	Percentage of Marks

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- Where only division or grade is awarded, the candidate is required to convert it in terms of percentage (documentary proof in support of conversion of Grade into %marks should be attached)
- Self-attested Xerox copies of all mark sheets of all examinations shall be submitted at the time of verification.
- If conversion in percentage and your total marks are not given, the point in the respective qualification may not be taken into consideration.

### 3. Other trainings/qualifications including relevant short training courses:

Course	Duration	Institution	Details

### 4. Employment/Experience Details:

Name and Address of the Employer	Designation	Duration		Experiences in Month	Brief description of Duties
		From	To		

Mohmi Behara



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N.B. Experience certificate shall be obtained from the employer & self-attested Xerox copy of the same shall be submitted at the time of verification.

## 5. Language Proficiency: (Please tick in the appropriate box)

Language	Speak	Read	Write
English			
Hindi			
Odia			
Any other (Please Specify)			

### Declaration:

I do hereby declare that all statements / information made in the application form are true, complete, and correct to the best of my knowledge and belief. In the event of any information being found to be false or incorrect at any point of time, my candidature/ engagement will be cancelled/ terminated without any further notice.

Date:

Place:

Signature of the Applicant

\*Canvassing for employment in any manner will be liable for disqualification.

Mohini Behera