



Bihar State Milk Co-operative Federation Ltd.

Dairy Development Complex; Post:- B.V. College, Patna-800014

Phone No.-0612-2228953, 2220387, 2224083; Fax – 0612-2228306

Web:- www.sudha.coop; Email:- comfed.patna@gmail.com

COMFED: P&A: Advertisement No. – 8/2014

The Bihar State Milk Co-operative Federation Ltd. (COMFED) invites applications for the following posts for its Units and affiliated Milk Unions under National Dairy Plan (NDP) Phase-I –

Sl.	Name of the Post	Number of Posts
1	Veterinary Officer	2 (1-EBC, 1-SC)
2	Fodder Development Officer	3 (2-UR, 1-EBC)

Detailed information including educational qualification, work experience, age, emolument application fee etc can be downloaded from our website www.sudha.coop. The duly signed & filled up application, in the prescribed proforma available on Comfed website along with the requisite fee, may be sent by Post/Courier to Sr. Incharge (P & A) on the above mentioned address so as to reach on or before 15 October, 2014 by 5 PM. The application received after last date will be summarily rejected and application fee forfeited. Vacancy may increase or decrease as per decision of Comfed. Comfed reserves the right to modify/ cancel the employment notification.

Managing Director

**Bihar State Milk Co-operative Federation Ltd.**

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The Bihar State Milk Co-operative Federation Ltd. (COMFED) invites applications for the following post for its Units and affiliated Milk Unions –

1. Name of the post: Veterinary Officer**A. Job Responsibilities (Indicative)**

- To control and coordinate animals health services including disease control and eradication activities of endemic diseases.
- To adopt suitable measures in order to control the disease which carries zoonotic importance apart from causing threat to human race.
- Implementation of various legislations and notifications issued by the State Government apart from various schemes.
- To look after the herd of prized bulls, collect, evaluate, process, freeze cow/buffalo bull's semen, preserve and dispatch it for field artificial insemination programme.
- To keep record and analyse the data for progeny testing of bulls.
- To maintain costs accounts of frozen semen production and laboratory.
- To collaborate with staff in the project area.
- Any other responsibility which are concerned with the veterinary services of the animals as far as the health and productivity of the animals are concerned would also be under the domain of responsibility.

B. Qualification

- The candidate should possess a degree in Veterinary Science from recognized University/ Institute. Post Graduate qualification in Veterinary Science will be an added advantage. Computer knowledge or awareness will be an added qualification.

C. Experience

- The candidate should have three years' experience in farmer's organization/ Animal health and disease control.

D. Maximum Age Limit

- 30 years

E. Pay Scale & Grade Pay

- Rs. 9,300-34,800/- GP- Rs. 5,400/-

F. Number of Vacancies – 2

Location	Number of Posts
SMU*, Ara	1
DRMU*, Barauni	1
Total	2

2. Name of the post: Fodder Development Officer

A. Job Responsibilities (Indicative)

- Responsible for implementation of Fodder Development related Projects/Programmes.
- Responsible for timely procurement of different varieties of fodder seeds and its distribution to the farmers.
- Responsible for imparting training to the farmers at field level in activities like silage preparation, paddy/whet straw treatment, etc.
- Responsible for coordinating with Milk Federations/NDDB for timely submission of various reports of the activities undertaken.
- Imparting training to the Procurement Assistant and other field staffs in Fodder related activities.
- Any other responsibility assigned by Milk Unions/Federation.

B. Qualification

- The candidate should possess a degree in Agriculture Science from recognized University/ Institute. Post Graduate degree in Agronomy/ Soil Science will be an added qualification. Computer knowledge or awareness will be an added qualification.

C. Experience

- The candidate should have three years' experience in Fodder development work.

D. Maximum Age Limit

- 30 years

E. Pay Scale & Grade Pay

- Rs. 9,300-34,800/- GP- Rs. 4,800/-

F. Number of Vacancies – 3 (2-UR, 1-EBC)

Location	Number of Posts
VPMU*, Patna	1
MDP*, Gaya	1
KDP*, Purnea	1
Total	3

SMU:Shahabad Milk Union, Ara

DRMU: Deshratna Milk Union, Barauni

VPMU: Vaishal Patliputra Milk Union, Patna

MDP: Magadh Dairy Project, Gaya

KDP: Kosi Dairy Project, Purnea

Instructions

1. Please use CAPITAL LETTERS for filling the form.
2. Paste your photograph on the specified space, do not staple or PIN the photograph. Put a signature on the specified Block, do not overwrite.
3. Please put a Tick (☐) mark where necessary.
4. Only downloaded Application Form from the website www.sudha.coop can be filled up and send to us. No other format will be accepted.
5. Before applying, the candidate should ensure he/ she fulfils the eligibility criteria and other norms mentioned in the advertisement hosted on the website www.sudha.coop. Candidature of the candidate is liable to be rejected at any stage of recruitment process or after recruitment if any information provided by the candidate is found to be false or not in conformity with eligibility criteria mentioned in the advertisement. The decision of COMFED in all matters regarding eligibility of the candidate at any stage of the process of recruitment shall be final and binding on the candidate. If any shortcoming is detected after appointment, the services of such candidates are liable to be terminated.
6. If the candidate desires to be considered against a specific category as filled by him/ her in application, subsequent representation for change of category status will not be entertained under any circumstances.
7. List of shortlisted candidates, any subsequent amendment/ notice/ clarification etc., if any, will be made available in COMFED website only. As such candidates are advised to keep visiting COMFED website www.sudha.coop from time to time till completion on recruitment process of the post.
8. Incomplete application is liable for rejection.
9. Application processing & registration fee shall not be refunded under any circumstances.
10. No TA / DA will be paid for appearing in the examination and interview.
11. Those already in employment should apply "through proper channel" or produce "No Objection Certificate" from their employer at the time of interview.
12. Canvassing in any form on behalf of any candidate will lead to his/ her disqualification.
13. Age, experience and qualifications will be reckoned as on last date of submission of application form. Self-attested Photostat copies of documents in support of Age, Qualifications (including all mark sheets clearly indicating the division of passing/ percentage of marks), Work Experience, Caste Certificate etc. along with the **Demand Draft – “for SC/ST category – Rs. 125/- (Rs. One hundred twenty five only) and Rs. 500/- (Rs. Five hundred only) for others” in favour of “Bihar State Milk Co-operative Federation Ltd.” payable at Patna** and two passport size photographs, should be attached with the Application Form.
14. Application complete in all respect: in an envelope superscribed, "Application for the post: (Name of the post)" & "Advertisement No. - _____" should reach us by 15.10.2014. The applications received after the closing date, will not be entertained.

15. Applications duly filled with all relevant documents must reach to us on or before 15 October, 2014 at our following address addressed to –

Sr. Incharge (P & A)

Bihar State Milk Co-operative Federation Ltd (COMFED),

Dairy Development Complex, P.O. – B.V.College, Patna – 800014

16. COMFED will not be responsible for any postal delay at any stage.
17. In case of any disputes/suits or legal proceedings against COMFED, the jurisdiction shall be restricted to the Courts of Patna only.
18. The application received after the last date will be summarily rejected and application fee forfeited.
19. Candidates belonging to EBC/BC categories should attach Non-Creamy layer certificate issued by the competent authority. Candidates belonging to SC/ST category should attach caste certificate issued by the competent authority. Benefits of reservation will be given to candidates domiciled in the state of Bihar only.
20. The prescribed qualifications and experience are minimum and the mere fact that a candidate possesses the same will not entitle him/her for being called for the interview.
21. You will be on probation for a period of one year from the date of joining service. Based on your performance and conduct, this period may be increased or decreased at sole discretion of the management.
22. NO INTERIM QUERIES regarding test/interview/ selection will be entertained.



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APPLICATIONFORMAT

For office use only
Application No. –
Date of Receipt –

(Space for
affixing recent
passport size
color
photograph)

Post applied for:_____ Advertisement No.-_____

1. Name in full [**INBLOCKLETTERS**]:
2. Father's/Husband's Name:
3. Date of birth & age:
4. Place of Birth:
5. Nationality:
6. Permanent Address:
7. Address for correspondence [mention contact Tel./Mobile No.]:
8. Whether the applicant belongs to SC/ST/BC/EBC/BC-W:
If yes, please write category to which you belong and attach a copy of certificate in the prescribed format issued by Competent Authority.
9. Educational/Professional qualifications (beginning with SSC/SSLC examination) & [Degree with University/Institution name must be written clearly]:
ii) Attested Xerox copies of all certificates to be enclosed.

Qualification	Discipline/ Subject:	Year of Passing	Board/ University/ Institution	Percentage of Marks	Rank/ Class

10. Details of pervious/present employment held, if any, in chronological-order starting from present position to backwards

Post held	Period of service			Pay scale/ Salary drawn	Name/Place/ State of Organization	Nature of duties (in brief)
	From (DD/MM/YY)	To (DD/MM/YY)	Duration in months			

11. Total Experience [asmentionedatColumn10]:

12. Total relevant experience:

13. Details of Demand Draft:- (A) Demand Draft No. & Date _____
(B) Name of the Issuing Bank _____
(C) Amount _____

14. Any other additional relevant information including reference:

15. a) Have you ever been detained in Police Custody or not?
If yes, give complete details of it.
- b) Whether you have been convicted by any Court of Law or not?
If yes, please give complete details thereto.
- c) Whether any criminal case is pending or contemplated against you in any Court of Law or not? If yes, please give complete details thereto.

DECLARATION:

I hereby certify that the foregoing information is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual information in the above statement. In case I have given wrong information, or suppressed any material fact or factual information, then my services are liable to be terminated without giving any notice or reasons thereof. I am not aware of any circumstances, which might impair my fitness for employment.

Date: _____ Signature of Candidate: _____

Place: _____ Name of the Candidate: _____