



JOB DESCRIPTION

POSITION: Procurement and Quality Control Coordinator **LOCATION:** Kolkata-W. Bengal

REPORTS TO: Team Lead **LEVEL/GRADE:** Coordinator

About ACCESS:

ACCESS Development Services is a national livelihoods promotion organization with a focus on incubating innovations and developing sustainable models for livelihoods promotion of the poor. To this end, ACCESS is structured uniquely to work at all levels of the value chain – implementing programmes on the ground (Tier I), working with Civil Society Organizations, Government Departments, Corporate sector, and Multilateral / Bilateral Agencies (Tier II) as also undertaking national initiatives to influence and support policy initiatives and strengthening the enabling environment (Tier III). ACCESS, with its head office in New Delhi has a pan-India presence having state offices in 9 states and 26 project offices. More at www.accessdev.org

A short summary about the Project

Under the U D A A N programme, ACCESS plans to reach out to 11,000 farmers in districts of West Bengal and Madhya Pradesh across various identified commodities through strategic partnerships with select FPCs (Farmer Producer Companies) and various stakeholders in the agri value chains. Under the U D A A N programme, capacities of FPCs will be built in better FPC management and link them to the markets, and also a professional cadre will be created for handholding these FPCs. The capacity of the FPC will be built with structured technical assistance and capacity building inputs, that ACCESS will develop across relevant thematic areas. Based on the crops identified, efforts will also be made on productivity enhancement at the farmer level through improved Climate resilient practices. Through U D A A N, ACCESS will aspire to make West Bengal and Madhya Pradesh as a hub for excellence in FPC promotion.

Position Summary:

ACCESS Development Services is currently looking to hire an experienced Procurement Manager to spearhead access to market and facilitate institutional linkages for commodities by FPCs (Farmer Producer Companies) under the program fold.

Responsibilities:

Broadly, the incumbent will be responsible for managing the following key activities but not limited to:





- Work jointly with the marketing team and State lead for procurement and linkage of quality agri products from FPCs to take it to the highest value markets.
- Mentor the FPC CEO and FPC staff in procurement planning, sensitization on quality parameters, target setting and implementation of such targets.
- Analyse and assess supply chain performance, identify areas of improvement and mentor operations team to execute such efficiency build-up.
- Manage development of operational systems and best practices to ensure proper implementation of the supply chain function.
- Accordingly, institute checks and balances in the operational system and keep improving wherever required.
- Manage relationships with existing clients and deliver the produce as per their requirement from FPCs, develop further business with them and maintain the high level of product and service quality that FPC is known for.
- Develop and maintain relationships with FPC Directors, field staff, local coordinators and train and mentor staff and farmer institutions wherever required.
- Monitor proper implementation all procurement activity, quality control, logistics and documentation for commodities.
- Assess input requirement of farmers and arrange quality inputs and manage its supply chain.

Education & Experience:

- MBA/PGDM in Agribusiness/Marketing with more than 5 years of relevant experience in supply chain / agribusiness / procurement of agri commodities and experience of working with small and marginal farmers
- Experience of working in teams

Skills and Competencies:

- Should have undertaken procurement activities of through FPC with at least 4 years of experience
- Good communication and interpersonal skills especially in Bengali

Travel Requirement

- Frequent Travel to project location

COMPENSATION:

The salary range for this position is commensurate to industry standards and will be determined based upon experience set of the candidate and the HR policies of the organization.





ACCESS is an Equal Opportunity Employer, and is committed to providing an environment of fairness, and mutual respect where all applicants have access to equal employment opportunities. ACCESS values diversity and inclusion, and all qualified applicants will receive consideration for employment without regard to race, color, gender, sexual orientation, gender identity or expression, religion, national origin, marital status, age and disability.

Interested candidates should send an up-to-date CV and cover letter addressing the above requirements to sukhbir@accessdev.org. Only short-listed candidates will be contacted. Deadline is February 8th, 2023.

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