

Direct Recruitment

Job Title	Block Coordinator (Shree Anna Abhiyan), (No of positions-1)
Office/Location	Suliapada Block, Mayurbhanj
Service Condition	Contractual
Period of Service	1 year initially
Essential Qualification	Diploma with 2 years of experience or bachelor's in agriculture & Allied Science or master's in social work/ agriculture/ Tribal Development/ Rural Development/ Public Policy/ MBA or any other relevant degree.
Mandatory Experience	<ul style="list-style-type: none"> • Should have proficiency in operating MS Word, MS Excel, MS PPT, Email, Google Applications, and Mobile Data Collection Apps • Should be able to read/ write in Odia and English. • Should have experience in preparing project reports and records. • Must have own Bike and Laptop. • Ability to work with farmers and community groups • Basic knowledge of agricultural practices • Reporting and documentation skills • Ability to travel extensively within the block
Key Responsibility	<ul style="list-style-type: none"> • Ensure timely implementation of all project interventions and activities • Prepare and execute block-level action plans in line with project guidelines • Coordinate with the Agriculture Department, NGOs, and FPOs • Identify and mobilize farmers, SHGs, and producer groups for millet cultivation • Organize training programs and demonstrations • Conduct regular field visits to monitor crop progress and project activities • Provide basic technical support to farmers on millet production practices • Maintain records of beneficiaries, crop coverage, and activities • Submit timely reports (daily/weekly/monthly) to the district office • Use digital tools for monitoring and reporting • Facilitate distribution of seeds and other agricultural inputs • Ensure transparency and proper utilization of resources • Support aggregation, processing, and marketing of millet produce • Coordinate with FPOs and local enterprises for market access • Success stories, best practices, and case studies preparation • Be responsible for daily project management- budgeting, planning, Support to CBOs/FPOs in preparation and submission of half-yearly plans, relevant reports, estimates, bookkeeping, technical support,

	<p>capacity building, etc., and general monitoring of the project.</p> <ul style="list-style-type: none"> • Assist to Asst. Block coordinator and CRP • Ensure complete procurement target
Monthly Compensation	As per project norms
<p>Applicants may send their updated CV to hr2.sds@gmail.com by 30.04.2026. Only shortlisted candidates will be called for the skill test and interview. Must ensure that the applied post is clearly mentioned in the subject line.</p>	