

## Job Description



<b>Post Name</b>	<i>Assistant Manager/ Deputy Manager/ Manager (Seed Business)</i>
<b>Qualification</b>	Any Graduate preferable: BSC. (Agri)/MSc. (Agri)/MBA/PGDM (preferably in Agri-business management)
<b>Experience</b>	Minimum 05 years of relevant experience in seed & other Agri inputs
<b>Age Criteria</b>	Not more than 35 years as on date of advertisement.
<b>Location</b>	Current Job Location shall be at Vadodara, Gujarat. However, recruit may be placed anywhere in India on the basis of company's requirement in future
<b>Job Description</b>	<p><b>Seed Production:</b></p> <ul style="list-style-type: none"> <li>• Support seed (head) to manage seed flows from multiplication, seed processing until dispatch of orders to dealers, with focus on optimizing cost-quality lead time.</li> <li>• Oversee and implement all Seed production activities as per plan till planting to intake of seed as per quantity and quality requirements, cost and time limit.</li> <li>• Planning, designing, laying and Supervision of R&amp;D Trials and demonstration plots of upcoming varieties and hybrids.</li> <li>• Manage Vendor relations and monitor all levels of production to meet desired quality and quantity standards. Seed Production Plots visit of all area of each Variety of respective locations. Finalise and submit Seed Production Progress report to the Management.</li> </ul> <p><b>Seed Quality:</b></p> <ul style="list-style-type: none"> <li>• To support operational and regulatory compliance and provide regional support in all type of Protection and Safety activities to the Quality Management and Quality Control.</li> <li>• Planning and execution of QA activities for timely supply of quality seeds to market. Drive all activities in Field Quality, Lab Quality, Grow-out Tests, etc. Understanding of Seed Quality Testing including Genetic Purity, Trait Purity, Vigor and Off-Types.</li> <li>• Familiarity and knowledge of National and International Seed Laws and Quality Standards. Conducting seed test as per ISTA or Indian Seed Act procedures. Periodical testing of stock and preparing product wise/ variety wise QA strategies to minimize stock losses and advising the sales team on quality status</li> <li>• Coordinating with all functions for Quality compliance. Root cause analysis for market complaints and recommending corrective and preventive action.</li> </ul> <p><b>Seed Sale and Promotion:</b></p> <ul style="list-style-type: none"> <li>• Monitor sales performance of location region for sales team as well as channel members of the area. Obtain product requirements from the dealers/distributors and raise indents accordingly. Ensure the liquidation of all stock .Check the net stock availability for sales on a daily basis and ensure that the inventory does not fall below the threshold level.</li> <li>• Ensure receipt of timely payments of the sales proceeds. Preparation of retail invoices, indents and dispatch papers in SAP</li> </ul>

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	<p>as part of the routine sales and distribution process through team. Generate Stock Accounting MIS in SAP</p> <ul style="list-style-type: none"><li>• Providing business and market feedback to the management and assist in identification of new market territories, intensifying presence in existing productive markets, new products etc.</li><li>• Ensure compliance of Indian Seed Act, Prepare month-wise schedule of sales promotion and publicity programmes and forward to concerned office. Organize and conduct assesses programs eg. Farm demonstrations, meetings, agri fairs etc.</li></ul>
<b>Required Skills</b>	<ul style="list-style-type: none"><li>• Market research;</li><li>• Negotiation;</li><li>• Problem-solving;</li><li>• Cost consciousness;</li><li>• Teamwork;</li><li>• Excellent written and oral communication;</li><li>• Creativity;</li><li>• Excellent customer service;</li><li>• Fluency with English, Hindi &amp; Gujarati</li></ul>
<b>Working Environment</b>	The role may require extensive travelling per month.
<b>Remuneration</b>	Shall commensurate with skills, experience and market trends.