

No: SED/ESTT/1(98)/2021/

3689

Date: - 21-12-2021

## ENGAGEMENT NOTIFICATION

Applications are re- invited from the candidates permanently residing in Tripura to engage as ‘**District Resource Person (DRC)**’ for a period of **one year** under the ‘**Prime Minister Formalisation of Micro Food Processing Enterprise scheme (PMFMES)**’. Details of the vacancies are given below.

Sl. No	District	No. of Post	Essential qualification & Experience	Place of posting
1	West	01	<p><b>First Preference:</b> Diploma/Degree in Food Technology / Food Engineering from recognised nation/international university.</p> <p>Minimum 3 to 5 Yrs experience in providing consultancy to food processing industries for technology up-gradation, new product development, quality assurance, food safety management</p> <p><b>Second Preference:</b> Graduate in any discipline with experience in Food processing industry or banking/ DPR Preparation / training.</p>	DIC, West Tripura Agartala
2	Gomati	01		DIC, Gomati District, Udaipur
3	Khowai	02		DIC, Khowai District
4	Unakoti	01		DIC, Unakoti District. kailasahar
5	Dhalai	02		DIC, Dhalai Tripura
6	Sepahijala	02		DIC, Sepahijala, Bishramgonj
7	North	02		DIC, North, Dharmanagar
8	South	02		DIC, South, Sabroom

### Job Profile:

- Handholding support to be provided by the DRPs to individual units and groups for preparation of DPR, taking bank loan, support for obtaining necessary registration and licences including food standards of FSSAI, UDYAM, GST etc.
- DRPs would provide inputs to State Nodal Agency (SNA) for PIP, ODOP, cluster studies, group studies etc. and day to day activities in implementation of PMFME Schemes.
- Identification and facilitation of applications for subsidies and seed capital to individual micro enterprises and groups and common facilities.

### Payment Structure:

- Payment to the DRPs would be made on the basis of each beneficiary supported by them after sanction of loan to them by bank. Payment to each DRP would be Rs. 20,000.00 (Rupees twenty thousand) only per bank loan sanctioned. 50% of the payment would be made after sanction of bank loan and remaining 50% after the units takes GST, UDYAM, standard compliance of FSSAI implement the project and is given training. In case of Group/SHG.Cooperative/FPO such pay payment would be of Rs. 50,000.00 (Rupees fifty thousand) only per case out of which 50% of the payment would be made after sanction of bank loan and remaining 50% after the units takes GST, UDYAM, standard compliance of FSSAI implement the project and is given training

**Interested candidates may submit their application in prescribed application form at the Office of the Member Secretary, SoFED, ITI Road, Indranagar, Agartala- 799006 up to 4:00 PM of 31<sup>st</sup> December, 2021. Application Form may be downloaded from the website [www.sofed.in](http://www.sofed.in)**

Sd/-

MEMBER SECRETARY, SoFED

**ENAGAGEMENT NOTIFICATION  
APPLICATION FORM**

Affix a Passport  
size latest  
coloured  
photographed  
and sign on it (Do  
not staple)

(To be filled by the Office)

**Sl. No/Token No.**  
**DRP/\_\_\_\_\_ /2021**

To  
The Member Secretary,  
Society for Entrepreneurship Development (SoFED),  
ITI Road, Indranagar, Agartala, Tripura- 799006.

Sub: **Prayer for engaging as 'District Resource Person' for the District** \_\_\_\_\_

1. Name of the candidate: SRI / SMT \_\_\_\_\_  
(in Block Letters)
2. Father's / Husband's Name : Sri / Late \_\_\_\_\_
3. Permanent address : Vill \_\_\_\_\_ P.O \_\_\_\_\_  
Sub-Div. \_\_\_\_\_ Dist. \_\_\_\_\_  
Pin. \_\_\_\_\_
4. Present Address : Vill \_\_\_\_\_ P.O \_\_\_\_\_  
Sub-Div. \_\_\_\_\_ Dist. \_\_\_\_\_  
Pin. \_\_\_\_\_
5. Social Category : ST / SC / UR
6. Contact no : \_\_\_\_\_
7. email ID : \_\_\_\_\_
8. Date of birth : DD \_\_\_\_\_ / MM \_\_\_\_\_ / YYYY \_\_\_\_\_
9. Age as on 2802/2021 : \_\_\_\_\_ Years \_\_\_\_\_ Month \_\_\_\_\_ Days
10. Educational Qualification:

Sl No	Name of the examination	Board/University	Year of passing	Grade/Marks obtained		CGPA to % conversion factor (copy of the conversion factor to be enclosed)
				CGPA	Percentage	
1						
2						
3						
4						

10. Previous experience: (Certificate /Certificates to be enclosed)

Sl No	Capacity/ Designation	Experience period (From DD-MM-YYYY to DD-MM-YYYY)	Experience Duration (YY-MM-DD)	Name of the Company/ Organization/Dept
1				
2				
3				
4				

## DECLARATION BY THE CANDIDATE

I do hereby declare that all the information furnished above is true to the best of my knowledge. If any information furnished above found incorrect/false, my candidature may be disqualified by the authority of SoFED.

Place:  
Date:

Full Signature of the candidate

Self attested photocopy of the following documents to be enclosed with the application.

- (I). P.R.T.C
- (II). Caste Certificate
- (III). Age proof (Admit of Madhyamik/Birth Certificate)
- (IV). Mark sheets of H.S, Graduation, Post Graduation etc.
- (V). Experience Certificates
- (VI). Conversion factor of CGPA to Percentage (if mark/grade is published as CGPA)

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(to be delivered to the candidates)

### Engagement Notification Acknowledgement cum Admit Card

**Sl. No. / Token No DRP/\_\_\_\_\_ /2021** (to be filled by the office)

(The following to be filled by the candidate)

1. Name of the post applied for **DRP for** \_\_\_\_\_ **Dist.**
2. Name of the candidate: SRI / SMT \_\_\_\_\_  
(in Block Letters)
3. Father's / Husband's Name : Sri / Late \_\_\_\_\_

Affix a Passport  
size latest  
coloured  
photographed  
and sign on it (Do

(Office Round Seal)

Full Signature of the candidate

Authorised Signatory of SoFED

*(This Acknowledgement cum Admit Card shall have to retain by the candidate and shall also liable to produce at the time of examination/ interview. No duplicate admit card shall be issued to any candidate in any circumstances. No candidate shall be allowed to appeared in the examination/interview without this Acknowledgement cum Admit Card)*