

A. Terms of Reference - Marketing Officer

1. Strategizing the means of efficient marketing of the FMCL products/produce.
2. Formulate a marketing strategy for enabling in marketing the farm products effectively with emphasis on post harvest activities like grading, packing, storage, transportation, preservation and value addition of the produce.
3. Assist FMCL management in identifying potential areas and appropriate varieties for market oriented Product/production.
4. Execute regular market studies of products (price, demand and supply situations) and draw up sales & promotion plans.
5. Liaise with other related agencies/stakeholders and plan marketing activities accordingly.
6. Developing the agribusiness technical strategy and supporting for the supply chain development component of FMCL.
7. Explore & launch new product & services in line with corporate strategy.
8. Any other activities assigned by Supervisor/management.

B. Education Qualification:

- Minimum qualification requirement - Bachelors Degree (General).
- Minimum Relevant prior work experience requirement – eight (8) years and above.

C. Personal Specification, Attribute & Competencies:

- ❖ Good computer skills.
- ❖ Good communication & Office Management skills.
- ❖ Ability to collaborate effectively with diverse stakeholders.
- ❖ Organizational skills and the ability to concurrently handle multiple assignments.

D. Remuneration & other benefits

- ❖ FMCL grade – 6 (VI)
- ❖ Position Level – P3 (Professional Level)
- ❖ Pay Scale –26,850 -670 -40,250.
- ❖ Monthly Pay Fixation shall be negotiable based on no. of prior work experience.
- ❖ 20% House Rent Allowance (HRA) of the monthly basic pay.
- ❖ Other allowance & benefits will be admissible as per SRR.

E. Employment Type

- ❖ Regular
- ❖ Candidate will be initially placed under probation period of six months.
- ❖ During probation period employee will be placed one grade lower. Only after successful completion of the period, he/she will be paid at the actual grade level.

F. Other Requirements:

1. FMCL Application Form (download from [www. Fmcl.bt](http://www.Fmcl.bt))
2. Latest signed Curriculum Vitae (CV)

3. Copies of:

- a. Academic Transcripts
- b. Valid Security Clearance Certificate
- c. Valid Medical Fitness Certificate
- d. Citizenship Identity Card (CID), and
- e. No Objection Certificate, if Employed
- f. Merit Certificates if any.