



## **THE ODISHA STATE COOPERATIVE MILK PRODUCERS FEDERATION LTD.**

The Odisha State Cooperative Milk Producers' Federation (OMFED), set up by the Government of Odisha in 1980, with an aim to promote dairying as a source of livelihood in the rural parts of the State and propel Odisha towards self-reliance in milk and milk products.

The OMFED invites applications from eligible candidates for the position of Superintendent (Production).

### **JOB DETAILS**

JOB NAME	<b>Superintendent</b> (Production)
Designation	<b>Superintendent</b> (Production)
Post	02 (Two)
Qualification	Graduate/ Post Graduate in Dairy Technology / I.D.D. (Dairy Technology) from a recognized Institute/ University.
Experience	Minimum 3-5 years' experience in UHT treated (Aseptic) products. Preference will be given who have working experience on Stork sterilizer and having working knowledge on ERP-SAP.
Age as on 30.09.2022	40 years
Nature of employment	Contractual Engagement for a period of 3 years. Contract will be renewed every year subject to Satisfactory performance.
Monthly consolidated remuneration	The remuneration would be Negotiable, depending on experience and Suitability /Merit

Key roles and Responsibility

1. Responsible for shift production, planning, UHT activities of the OMFED Dairy Arilo Plant.
2. Ensure compliance to guidelines given by FSSAI and any other statutory requirements with regard to food safety in food processing industry as per Rule.
3. To facilitate the requirements for ISO audit and ensure the audit must be carried out smoothly.
4. Monitor and ensure operation of all equipments as per laid down parameters.
5. Monitor the stock position in the shift.
6. Ensure achieving the targeted production as per schedule.
7. Liaise with stores for issuing of materials.
8. Monitor oiling / greasing schedule and inplace maintenance.
9. Report major operational problem of any equipment to reporting officer for further action to be taken.
10. Monitor and supervise the plant operations to ensure minimization of milk solids and packaging material losses in the section.
11. Ensure proper housekeeping, personnel hygiene standards and plant sanitation.
12. Coordinate with other sections to ensure that the production target is achieved as per planning.
13. Maintain or check logbooks and other records.
14. Inspect and certify raw material receipt.
15. Prepare statements of product packing ,storage and other details.
16. Liaise with quality assurance department for timely quality clearance of milk and milk products.
17. Maintain shift instruction book to enable the next shift to prioritise the work and take necessary action.
18. Appraise the performance of the staffs reporting to him.
19. Implement the instructions and abide by the service rules/standing orders.
20. Responsible for Plant, supervise and monitor the work of the subordinate staffs.
21. Ensure/maintain shift quality activities of UHT products as per guidelines, quality assurance plans, SOP etc for Plant through the quality control personnel engaged at the Plant.
22. Ensure adherence to quality standards of UHT milk as well as other long life aseptic dairy products.
23. Analysing quality of competitor products on a continuous basis and developing processes to improve quality of UHT milk and milk products.
24. Ensure that good manufacturing practices and good hygiene practices are followed to ensure hygiene and cleanliness in overall UHT section.
25. Identify improvement areas for UHT product, packaging, manufacturing, storage and distribution.

	<p>26. Addressing all production related complaints and suggest remedial measures.</p> <p>27. Ensure proper maintenance of all records to meet statutory requirement.</p> <p>28. Arrange necessary training for the production personnel.</p> <p>29. Maintain machine running/downtime hours.</p> <p>30. Any other duties assigned to him from time to time by the management.</p>
Submission of application	<p>i) Interested eligible candidates may apply in the prescribed Application Format, as per annexure and submit the same duly filled in and signed along with the proof of documents in a cover superscribed <b>“APPLICATION FOR THE POST OF SUPERINTENDENT (PRODUCTION)”</b> which should reach the Dy. General Manager (HR), OMFED,D-2, Sahidnagar, Bhubaneswar-751007, Odisha on or before <b>07.10.2022</b>. The application along with the requisite documents can also be submitted through e-mail <a href="mailto:amhr.omfed@gmail.com">amhr.omfed@gmail.com</a> or by post.</p> <p>ii) The candidates already employed in Government/Semi-Government Central PSU/State PSU shall submit “No ObjectionCertificate” issued by their present employer at the time of personal interview.</p> <p>(iii) Internal candidates shall apply through proper channel.</p> <p>(iv) Applicant shall attach self-attested copy of the Mark- sheet Certificates /Documents regarding Age, Qualification, Working Experience, Present Remuneration&amp; recent colour passport size photograph with the Application Form.</p> <p>(v) Applications without supporting documents /incomplete/ not Fulfilling the prescribed criteria in any respect shall be rejected.</p>

	<p><b>Selection Process:</b></p> <p>Eligible candidates will be shortlisted and called for personal interview. Selection will be made on the basis of career rating, review of past performance and personal interview by the Selection Committee.</p> <p><b>General Conditions:</b></p> <ul style="list-style-type: none"> <li>i) Candidates are requested to website of OMFED- <a href="http://www.omfed.com">www.omfed.com</a> for any notification, updates, result etc. relating to recruitment.</li> <li>ii) At any stage of recruitment process, if it is found that the candidate has furnished false or incorrect information, then the candidature/appointment of the candidates shall be cancelled.</li> <li>iv) Application submitted after the due date shall liable for rejection and cannot be entertained.</li> <li>v) Canvassing in any form will be viewed adversely and may lead to disqualification.</li> <li>vi) Finally selected candidates shall have to produce the required documents at the time of joining as per Rules of OMFED.</li> <li>vii) The decision of Omfed Management will be final &amp; binding on candidates in all matters relating to eligibility, acceptance or rejection of the application, selection of candidate, cancellation of the recruitment process etc. No. enquiry/correspondence will be entertained in this regard.</li> <li>viii) Any dispute arising out of this connection will be subject to jurisdiction of appropriate Courts in Odisha.</li> <li>ix) The engagement is purely contractual and temporary in nature. The candidates shall not have any right for regular employment in OMFED.</li> <li>x) Interested eligible candidates are requested to fill up the application form neatly without any overwriting or cutting which may lead to rejection of application.</li> </ul>
<p><b>Remarks</b></p>	<p><b>For more details of the position, candidates may refer the website of OMFED at <a href="http://www.omfed.com">www.omfed.com</a></b></p> <p><b>Age limit for the position is 40 years as on 30.09.2022.</b></p> <p><b>Last date for receiving application is 07.10.2022.</b></p>

**THE ODISHA STATE COOPERATIVE MILK PRODUCER'S FEDERATION LIMITED (OMFED)****APPLICATION FOR THE POST OF SUPERINTENDENT (PRODUCTION)**

- 1) Post applied for :
- 2) Full name (in CAPITAL) :
- 3) Father's/ Husband's Name :
- 4) Date of Birth :  
(As recorded in HSC or equivalent examination) (Attach copy of certificate)
- 5) Age as on 30.09.2022 :
- 6) Sex :
- 7) Category :
- 8) Marital status (Married/ Unmarried) :
- 9) Address with PIN Code :
- Present Address Permanent Address
- .....
- .....
- .....
- .....

Affix recent  
colour passport  
size photograph

- 10) Contact details a) Phone :  
b) Email :

- 11) Qualification & Certification (10<sup>th</sup> onwards) (Attach copy of certificates):

Sl No.	Exam passed/ Discipline	Name of the board/ University/ Institute	Duration of course	Year & month passing	Whether regular course (Yes/ No)	Maximum marks	Marks obtained	% of Marks/ CGPA

(In case of CGPA/ Grades, please indicate equivalent percentage as per norms adopted by the University/ Institute & attach a copy of such norm fixed by the concerned University/ Institute)

- 12) Post Qualification Experience (attach copy of certificates)

Sl No.	Name & address of the Organizations worked	Post held	Scale of Pay/ CTC	Basic Pay	Duration of experience		Total years and months of experience	Type of assignment Handled/ specific nature of work/duty performed.
					From	To		

**Declaration**

I..... Son/Daughter/Wife of....., do hereby declare that all the statements made in this application are true and correct to the best of my knowledge and belief. In the event of any information being found false, my candidature/appointment is liable to be cancelled/ terminated without any notice to me.

Place:  
Date:

(Signature in Full)  
Name:

Documents/ Certificates Attached:

- 1)  
2)  
3)