

**Government of Uttarakhand**  
**Pashupalan Anubhaag-2 (Dairy)**  
**(Uttarakhand Secretariat, Dehradun)**

(Email – [suindra@ias.nic.in](mailto:suindra@ias.nic.in)/ [pssecretary76@gmail.com](mailto:pssecretary76@gmail.com))

Letter No. – 519/XV-2/2020-02(15)/2020 Date 7<sup>th</sup> October, 2020

**ADVERTISEMENT FOR THE POST OF MANAGING DIRECTOR**

Applications are invited for filling up the post of **Managing Director**, Uttarakhand Cooperative Dairy Federation Limited (UCDFL), an apex level State Federation of District Milk Co-operative Unions in the state of Uttarakhand for a period of 5 years on contract/ deputation basis.

Name of Post	Maximum Age Limit	Minimum Qualification/ Experience	Pay Scale/ Band
Managing Director  No of Post - 01	50 Years (Max.)	<u>Essential Qualifications</u> - B.Sc. Dairy Technology/ B.Tech. Dairy Technology/ B.Tech. Food Technology/ B.V.Sc. <u>Desirable Qualifications</u> - MBA in addition to essential qualifications as mentioned above <u>Work Experience</u> - Minimum 20 years of experience in Dairy Industry with minimum 5 Years of experience in Dairy Cooperative Sector.	Rs. 2,00,000/- PM (Annual Increment of 10% will be applicable)

Candidates possessing the required qualification & experience are requested to download application form from the website [www.uk.gov.in](http://www.uk.gov.in) (Advt./Announcements). Interested Candidates shall submit application form in the prescribed format along with the required documents/ Bio-data and the requisite fee of Rs. 500/- through Demand Draft in favor of Secretary, Dairy Development Department through speed post/ registered post at the following address latest by 25-11-2020 by 6:00 PM.

**Address - Secretary, Dairy Development Department, Shri Soban Singh Jeena Bhawan, 4-B, Subhash Road, Uttarakhand Secretariat, Dehradun, 248001.**

Department reserves the right to accept/ reject any applications without assigning any reason.

(Secretary, Dairy Development Department)

## RECRUITMENT NOTICE

### **SUB – APPOINTMENT OF MANAGING DIRECTOR FOR UTTARAKHAND COOPERATIVE DAIRY FEDERATION LIMITED, HALDWANI, NAINITAL**

Applications are invited from eligible candidates for appointment to the post of Managing Director for Uttarakhand Cooperative Dairy Federation Limited (UCDFL) to be posted at the Head Office of UCDFL presently in Haldwani, Nainital.

**(A) Company Profile** - Uttarakhand Co-operative Dairy Federation Ltd. (abbreviated as UCDF Ltd.) is an apex level State Federation of District Milk Co-operative Unions in the state of Uttarakhand. It was established in the year 2001, with its head office at Mangal Parao, Haldwani (Nainital) for the successful implementation of the dairy programme within the state. Organization has registered brand name, known as "AANCHAL". The Uttarakhand Co-operative Dairy Federation Ltd. (UCDFL) came into existence as a successor body to the Pradeshik Cooperative Dairy Federation Ltd. (PCDFL), after the formation of Uttarakhand as 27th state on 9th Nov 2000. The UCDF Ltd. was registered under the Uttarakhand State Co-operative act in the year 2001.

Currently in the state's dairy business "AANCHAL" is known as the Dairy Cooperative Brand of Uttarakhand. Aanchal has covered all 13 districts in the state through its 11 District Level Member Co-operative Milk Unions and to maintain a continuous growth in milk production, it is doing collective efforts with the help of concern associated Member Milk Unions.

### **(B) JOB DESCRIPTION & RESPONSIBILITIES**

<b>1</b>	<b>Name and Address of the Head Office of the Company</b>	Uttarakhand Cooperative Dairy Federation Limited, Mangal Padao, Haldwani, Nainital- 263139
<b>2</b>	<b>Name of the Post</b>	Managing Director
<b>3</b>	<b>No. of Post</b>	01 (One)
<b>4</b>	<b>Job Responsibilities</b>	<ol style="list-style-type: none"><li>1. Lead the organization as Head of Department.</li><li>2. Direct all activities and operations of the Federation &amp; District Milk Unions in accordance with the policies, objectives, and goals of the Institution while coordinating with Section Head and Board of Directors.</li><li>3. Responsible for the sound management &amp; effectiveness of the business of the Federation.</li><li>4. Responsible for all the activities of the organization including administration, personnel, financial and commercial management, business planning and project implementation etc.</li><li>5. Responsible for the effectiveness of the organization</li><li>6. Develop Short Term &amp; Long Term Business Plan for expansion of the Business.</li></ol>
<b>5</b>	<b>Qualifications</b>	<ol style="list-style-type: none"><li>1. <u>Essential Qualifications</u> - B.Sc. Dairy Technology/ B.Tech. Dairy Technology/ B.Tech. Food Technology/ B.V.Sc.</li><li>2. <u>Desirable Qualifications</u> - MBA in addition to</li></ol>

		essential qualifications as mentioned above.
<b>6</b>	<b>Pay &amp; Allowance</b>	Rs. 2,00,000/- PM (Annual Increment of 10% will be applicable)
<b>7</b>	<b>Experience &amp; Eligibility</b>	Minimum 20 years of experience in Dairy Industry with minimum 5 Years of experience in Dairy Cooperative Sector.  Candidate should also possess minimum 15 years of managerial experience of Milk Procurement/Operations/Processing/Marketing.
<b>8</b>	<b>Minimum &amp; Maximum Age Limit</b>	Max. 50 Years
<b>9</b>	<b>Duration of Appointment</b>	5 Years
<b>10</b>	<b>Selection of Process</b>	Through interview, to be conducted by a Selection Committee.

### (C) SCHEDULE OF EVENTS

Last date for submission of application form - 25-11-2020 by 6:00 PM.

### (D) GENERAL CONDITIONS

- i) Candidates are requested to visit website of [www.uk.gov.in](http://www.uk.gov.in) (Advt./Announcements) for downloading the application form.
- 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.
- iv) Interested eligible candidates are requested to fill up the application form (**Appendix-1**) neatly without any overwriting or cutting which may lead to rejection of application.
- v) Application submitted after the due date shall liable for rejection and cannot be entertained.
- vi) Canvassing in any form will be viewed adversely and may lead to disqualification.
- vii) Candidates have to compulsorily produce an Affidavit at the time of Interview mentioning that He/ She will not demand confirmation on the above selected post, other allowances and additional facilities etc.
- viii) The decision of Committee headed by Chief Secretary will be final & 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.

**APPLICATION FORMAT FOR APPOINTMENT OF MANAGING DIRECTOR ON  
CONTRACT/ DEPUTATION BASIS FOR UTTARAKHAND COOPERATIVE DAIRY  
FEDERATION LIMITED, HALDWANI, NAINITAL**

1. Name of the Applicant (Full Name in Hindi).....  
(Full Name in English).....

2. Father's/Husband's Name.....

3. Date of Birth (In Numbers).....  
(In Words).....

(Attach Document of Proof)

4. Age as on 01.12.2020 .....Years.....Months.....Days

5. Educational Qualification.....

(Attach Document of Proof)

Affix your recent  
passport size  
photograph duly  
attested

S. No.	Name of Examination Passed	Year of Qualification	Name of Board/ University/ Institution	Marks Obtained	Percentage of marks obtained
1					
2					
3					

6. Work Experience.....

Name of Organization	Designation	Duration of Work from date.....to.....	Nature of Work

7. Address (with Pin Code)

(A) Permanent Address.....

(B) Correspondence Address.....

9. Telephone/Fax/E-mail.....

- 10. Have any of the courts been convicted in the past or is there any prosecution pending, if yes, full details should be given.....
- 11. Whether serving in any state / corporation or government and private establishment in the past, if yes, provide full details and reason for leaving the service.....
- 12. Any other details (If Any).....

**Enclosures for Document Proof**

- 1. Educational Qualification Certificate
- 2. Date of Birth Document Proof
- 3. No Objection Certificate from Parent Department (If required)
- 4. Experience Certificate Document Proof
- 5. Any Other Document Proof

**SELF - DECLARATION BY APPLICANT  
(TO BE SIGNED BY THE APPLICANT)**

I.....son / daughter / wife  
of.....residing at.....  
solemnly certify and declare that all the above information given by me are true, complete and correct to the best of my knowledge and belief. In the event of information or part thereof being found false or detected incorrect, at any stage, thereafter, my candidature/ appointment is liable to be cancelled or terminated without any notice to me.

Date-.....

Place-.....

**Signature of Candidate.....**

उत्तराखण्ड सहकारी डेरी फैडरेशन लि0,हल्द्वानी(नैनीताल) में प्रबन्ध निदेशक के पद पर प्रतिनियुक्ति/नियत मानदेय पर आवेदन पत्र का प्रारूप

1.अभ्यर्थी का पूरा नाम (हिन्दी में).....  
(अंग्रजी में).....

2.पिता/पति का नाम.....

3.जन्म तिथि (अंको में).....  
(शब्दों में).....

(प्रमाण पत्र संलग्न किया जाय)

4. दिनांक- 01.07.2020 को आयु.....वर्ष.....माह.....दिन.....

5.शैक्षिक योग्यता.....

(प्रमाण पत्र संलग्न किया जाय)

नवीनतम  
पासपोर्टसाइज  
फोटो

क्र०सं०	परीक्षा का नाम	उत्तीर्ण करने का वर्ष	बोर्ड/विश्वविद्यालय/संस्थान का नाम	प्राप्तांक	प्राप्तांक का प्रतिशत
1					
2					
3					

6.कार्य का अनुभव:-.....

संस्था का नाम	पदनाम	कार्य की अवधि दिनांक.....से दिनांक.....तक	कार्य की प्रकृति

7.स्थायी पता.....

8.अस्थायी/पत्राचार का पता.....

9.टेलीफोन/फैक्स तथा ई-मेल.....

10. क्या पूर्व में किसी न्यायालय से दोष सिद्ध तो नहीं किये गये है अथवा कोई अभियोजन लम्बित तो नहीं है यदि हां तो पूर्ण विवरण दिया जाय.....

11.क्या पूर्व में किसी राजकीय/निगम अथवा राजकीय एवं निजी प्रतिष्ठान में सेवारत तो नहीं रहे यदि हां,तो पूर्ण विवरण एवं सेवा छोड़ने का कारण.....

12.अन्य कोई विवरण (यदि कोई हो).....

संलग्नों का विवरण:-

1.शैक्षिक योग्यता 2.जन्म तिथि प्रमाण-पत्र 3.पैतृक विभाग का अनापत्ति पत्र (यदि कोई हो) 4.अनुभव प्रमाण-पत्र 5.अन्य प्रमाण-पत्र।

## घोषणा-पत्र

मैं.....पुत्र/पुत्री/पुत्नी.....निवासी.....  
सत्यनिष्ठापूर्वक घोषणा करता हूँ/करती हूँ कि मेरे द्वारा दी गयी उपरोक्त  
सभी सूचनायें सही हैं। यदि इसमें कोई तथ्य असत्य पाया जाए तो मेरा  
आवेदन रद्द कर दिया जाए अथवा पर पर चयन हो जाने की स्थिति में  
प्रतिनियुक्ति/चयन निरस्त कर दी जाए।

दिनांक.....

स्थान.....

अभ्यर्थी के हस्ताक्षर.....