

POSITION DESCRIPTION

Eastern Highlands Provincial Administration

AM5004 - Project Coordinator, Fruits & Vegetable Marketing

The **Eastern Highlands Provincial Administration (EHPA)** in co-ordination with the **EHP Division of Agriculture, Livestock and Fisheries** has initiated the **Fruits and Vegetable Marketing and Distribution Project**.

Under this project, EHPA endeavors to establish a comprehensive fruit and vegetable marketing and distribution network for EHP horticulture farmers. This project creates a stimulus package to stimulate continuous production of fruits and vegetable for the fresh food markets in PNG.

EHPA is now inviting applications from highly motivated individuals who have the passion and commitment to fulfil this key role in this exciting project.

PROJECT COORDINATOR - FRUITS & VEGETABLE MARKETING

The position is Goroka based and will be reporting to the Deputy Director, Projects.

The incumbent is responsible to develop well-coordinated Fruits and Vegetable Marketing System for Eastern Highlands Province to be owned and managed by the farmer's cooperatives in partnership with the Eastern Highlands Provincial Government (EHPG).

Key Responsibilities:

- Develop a workable organisational structure for the fruits and vegetable Marketing Project
- Identify and organise fruits and vegetable farmer's cooperatives in Eastern Highlands Province
- Carry out simple market research and market analysis for planning purposes including feasibility studies into new opportunities
- Organise fruits and vegetable buying and selling points or depots in Eastern Highlands Province and throughout PNG
- Develop and venture into e-commerce for online fruits and vegetable marketing
- Maintain up to date records of farmers cooperatives and its members or farmers
- Arrange package training for farmers cooperatives and its members
- Compile monthly reports on operations of the project.

Expected Competencies:

- Appropriate First Degree in Marketing and Research, Agriculture, Horticulture or Economics
- Minimum of 2-3 years' experience in Fresh Fruits and Vegetable Marketing or related fields including Finance and Banking
- Experience in establishments of farming cooperatives and agricultural SME's
- Knowledge of Business Modelling and Planning, Fruits and Vegetable Marketing and Distribution Systems
- Knowledge of the Public Service Management Act and General Orders including the Public Finance Management Act and Instructions
- Knowledge in the fresh food industry in PNG
- Have sober habits, honest, trustworthy, reliable team player and productive are an advantage
- Good communication and negotiation skills
- Good public relations and awareness skills
- Analytical problem solving and ability to work under pressure
- Customer and result focused.

APPLY NOW

Please visit our website: <https://vanguard.com.pg/vacancies/>

Complete the Application Form and follow the website instructions to forward to Vanguard International, including a detailed CV.

Alternatively, please call us on 7500 7500 or email recruitment@vanguard.com.pg for the full Job Description.

Applications close COB Friday 8th October 2021

Only shortlisted candidates will be contacted

To apply for this position:

- Download and complete the Application Form from <http://www.vanguard.com.pg>.
- Email the application to recruitment@vanguard.com.pg together with a copy of your CV in MS Word format.

Note: Do not include copies of any other documents. You will be asked to provide the originals of certificates etc if you are selected for Interview