

CARIBBEAN AGRICULTURAL RESEARCH AND DEVELOPMENT INSTITUTE

POSITION DESCRIPTION

DATE OF PREPARATION	:	04 January 2021
APPROVED BY	:	_____
POSITION TITLE	:	Seed Technologist
DEPARTMENT	:	Technical Services / Country Unit
COUNTRY	:	Multi

FUNCTION:

Contributes to the successful execution of appropriate programmes within the Institute's Strategic Axes of Development of Sustainable Industries, Development of Strategic Linkages and Institutional Strengthening.

Responsible for the effective implementation of the Institute's priority actions concerned with research into economic and sustainable seed production systems, especially hot pepper.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Plans and executes priority actions related with the organisation and management of the production, packaging, treatment, storage and marketing of high quality seeds in the designated quantities.

Contributes, as part of the CARDI team of Plant Variety Protection (PVP) specialists, to the creation and implementation of a Regional strategy for the protection of plant traits and germplasm and intellectual property

Supports the development of national and Regional agricultural research and development strategy

Contributes to the promotion of R & D for the 'New' agriculture, development and management of CARDI website and participates in agricultural exhibitions

Disseminates the findings of research work through the presentation of papers at Regional/International Conferences and publication in CARDI Review and reputable journals

Participates in the identification and prioritisation of potential financial and human resource donors

Participates in the Institute's planning and budgeting activities

Participates in the Institute's consultancy services and technical assistance programme

Determines on an annual basis the "Major Job Objectives" for each subordinate and identifies and discusses the "Key Result Areas" to be used for performance measurement.

The above responsibility statements identify specific duties necessary to attain CARDI's overall objectives while not precluding the job holder from carrying out other related activities that may be inherent in the job.

REPORTING RELATIONSHIPS : Reports to the Manager, Science, Technology and Innovation through the CARDI Representative.

PRINCIPAL ORGANISATIONAL RELATIONSHIPS:

Internal : All departments within the Organisation

External : Government and Business organisations, and Agencies associated with CARDI.

PERSONNEL SUPERVISED BY THIS POSITION INCLUDE:

Directly

Research Assistant
Graduate Assistant
Technician

Indirectly

Field Assistant
Labourer
Social/ Gender Technician

EXPERIENCE : A minimum of 3 years post-university experience in Seed Technology, including knowledge of the management of a seed laboratory. Must be experienced in relevant research methodology and analytical skills, and be able to set up and direct work of technical support staff. Must be knowledgeable in modern equipment and chemicals required for the functioning of a seed laboratory, as well methodology and protocols to be used. Must have a basic understanding of PVP regulations.

QUALIFICATIONS : University degree in Agricultural Science and post graduate degree in Seed Technology. Training in experimental design and statistical analysis would be an asset. Requires an understanding of basic project management and the use of computer application software.

Signature of Employee: **Date:**

Signature of Manager/Supervisor: **Date:**