



BHARATIYA BEEJ SAHAKARI SAMITI LIMITED

(Registered under MSCS Act, 2002,

Reg. No. MSCS/CR/1393/2023)

Office: World Trade Centre Tower - I, 8th Floor, Nauroji Nagar,

Safdarjung Enclave, New Delhi, Delhi 110029

Website: <https://sahakarabeej.in/>

GST No. 07AAKAB8758M1ZZ



International Year
of Cooperatives
Cooperatives Build a Better World

BBSSL Recruitment Notice

Position: *Manager – Human Resource & Administration (HR&A)*

Location: *New Delhi*

Reporting To: *Managing Director, BBSSL*

Bharatiya Beej Sahakari Samiti Limited (BBSSL), one of India's emerging national-level cooperative institutions, is seeking an experienced professional to lead its **Human Resource & Administration (HR&A)** function. With BBSSL surpassing ₹200 crore turnover and targeting ₹750 crore revenue in FY 2026–27, this role is critical in shaping the organization's next phase of rapid multi-state expansion.

Key Responsibilities

The selected candidate will be responsible for:

- Designing and implementing HR policies, systems, and talent acquisition strategies.
- Establishing robust employee engagement and training & development frameworks.
- Ensuring compliance with labour laws and all statutory regulations.
- Strengthening administrative processes to support BBSSL's nationwide operations.
- Driving a performance-oriented culture through structured appraisal, reward, and productivity-enhancement mechanisms.

Eligibility Criteria

- **MBA in Human Resources** (or equivalent qualification) from an institute of repute.
- **Minimum 10 years of post-qualification experience**, preferably in similar industry or multi-state operational setups.
- Strong knowledge of HR systems, organisational development, statutory compliance, and administrative management.

This is aligned with market benchmarks for comparable leadership roles.

Why Join BBSSL?

- Lead the HR&A function of a rapidly growing national cooperative institution.
- Opportunity to build core HR systems from inception and support multi-state scaling.
- High-impact leadership role in an organization targeting transformational growth.

How to Apply

Interested candidates may send their **CV and cover letter** to email id:
info@sahakarbeej.in

Subject Line: *Application – Manager (HR&A)*

Last Date to Apply: *31st December, 2025*

BBSSL reserves the right to shortlist candidates based on requirements. Only shortlisted applicants will be contacted.