

Research Assistant Maize Seed Systems at World Agroforestry Centre (ICRAF)

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Job Description

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The World Agroforestry Centre, is an international institute headquartered in Nairobi, Kenya, and founded in . The Centre specializes in the sustainable management, protection and regulation of tropical rainforest and natural reserves.

Overview

To provide support to the Scientist, by planting of trials and nurseries, collecting data, supervising casual laborers, and maintaining the assets used for the work (vehicles, tablets for data collections, etc.) Will also be in-charge of seed packaging, shipping, and act as the custodian of maize seed systems stock inventory at duty station.

Duties and responsibilities

Data collection and organization.

Manage accurate and timely data collection at different stage of the trials in the field and the nurseries.

Ensure accuracy of data entry and consolidation for analysis by the Scientist.

Data analysis, report writing, summarizing results for stage-gate advancement and other uses as required.

Conduct literature reviews, assist in preparing background studies, and research presentations as required.

Management of trials.

Organizing and implementing seed production and any other maize seed systems related research including on-farm trials.

Ensure timely field preparation and planting of trials according to the experimental design.

Trial management, data collection, and organization.

Ensure application of the right amount of fertilizer.

Manage guarding duties.

Generating descriptor data and preparing catalogue for new maize products.

Ensure timely irrigation water application, weed, and pest control.

Supervise casual labor.

Allocate casual labor to different tasks.

Prepare muster roll and submit to supervisor and accounts for payment processing petty cash k.

Supervision of temporary contracted and casual labourers.

Office and maintenance of assets.

Ensure vehicle and motorbike are serviced.

Ensure tablets for data collection are serviced.

Manage petty cash and prepare expense report.

Timely irrigation pump checks

Ensure offices are cleaned and air conditioners are serviced.

Act as the custodian of seed systems stock and assets inventory (seed, instruments, equipment, etc.) at the duty station

Computer, GPS, Data Collection.

Seed Preparation and Management.

Manage seed counting accurately, packaging and labeling.

Print seed labels and field tags for trial and nursery identification.

Seed shipment to various partners.

Ensure safe storage of seed to preserve quality and viability.

Seed inventory management at duty station.

Inbred line nursery planting & management.

Organizing and implementation of seed increase nurseries.

Preparation of nurseries, field preparation, planting, field management, data collection and organization, pollination, harvesting, handling, and safe storage according to instructions.

Increase of different classes of seeds in isolation fields, through activities such as field preparation, planting, field management, harvesting, processing, handling, and seed storage.

Ensure shelling of inbred lines is carried out carefully to avoid seed mixture.

Assist the scientist to rogue off-type plants.

Ensure inbred line parents of stage 3 hybrids are planted for line purification, QC, and genotyping.

Technical backstopping, trainings, partners support.

Establish and maintain contacts with collaborating organizations and partners.

Organizing, seed preparation, planting, management and coordination of exhibitions, demonstrations, and field days.

Technical backstopping, training, and partners support.

Preparing product catalogue.

Assist in generating descriptor data of parents and hybrids.

Preparing catalogue for new products in pictures and narratives. Publish on CIMMYT website.

Work with other CIMMYT maize breeding staff when work priorities dictate or when not busy with his/her specific responsibilities.

Any other responsibilities and miscellaneous tasks as required and as assigned by Seed System Specialist from time to time.

Requirements

Bachelor's degree in agriculture (Crop Science) from a recognizable university.

1 to 3 years conceptual knowledge of theories, practices, and procedures within a discipline

Knowledge of field research trial set-up, breeding and seed production, farm, and seed research equipment.

Experience in agricultural research set up.

Knowledge of data required in a maize breeding program and how to record (FIELDBOOK)

The incumbent should have the ability to manage a team of 20-30 casual labourers.

At least knowledge of software SAS and Gestalt Technical, vocational, or professional qualification requiring 2 or more years' study (for non-Science)

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