

Notification No. 10

SPICES BOARD
(Ministry of Commerce & Industry, Govt. of
India) Sugandha Bhavan, N.H. By Pass, P.B.
No.2277, Palarivattom. P.O., KOCHI – 682025
Website: <http://www.indianspices.com>

Invites applications for the following posts:

Note: “Government strives to have a workforce which reflects gender balance and women candidates are encouraged to apply.”

1. Field Officer

Number of Post	:	5 (FIVE)
Category	:	2-UR, 1-ST, 2-SC
Qualifications		
Essential	:	1. Degree in Agriculture/Horticulture from a recognized University with minimum 6 OGPA out of 10 OR M.Sc in Botany with first class 60% from a recognized University. 2. Computer literate with knowledge of computer fundamentals and working knowledge in Windows/ Linux operating system, word processing, electronic worksheet, e-mail etc.
Place of Posting	:	Anywhere in India
Age	:	Not more than 30 years as on 1st June, 2016. Relaxation in upper age limit will be applicable as per rules.
Scale of Pay	:	PB- 2: Rs.9300-34800 + GP Rs.4200

2. Senior Clerk

Number of Post	:	3 (THREE)
Category	:	3- UR
Qualifications		
Essential	:	1. First Class Degree from a recognized University 2. Familiar with office productivity software like word processing, spreadsheet.
Place of Posting	:	Anywhere in India
Age	:	Not more than 30 years as on 1st June, 2016.
Scale of Pay	:	PB-1: Rs. 5200-20200 + GP Rs.2400

3. Junior Chemist

Number of Post	:	8 (EIGHT)
Category	:	5-UR, 1-ST, 1-SC, 1-OBC
Qualifications		
Essential	:	Degree in Chemistry from a recognized University with first class with minimum 6 OGPA out of 10 or 60% marks.
Desirable	:	One year experience in Lab analytical procedure in quality control.
Place of Posting	:	Anywhere in India
Age	:	Not more than 30 years as on 1st June, 2016. Relaxation in upper age limit will be applicable as per rules.
Scale of Pay	:	PB-1: Rs.5200-20200 + GP Rs.1900

4. Junior Microbiologist

Number of Post	:	2 (TWO)
Category	:	1 OBC 1 UR
Qualifications		
Essential	:	Degree in Microbiology from a recognized University with first class with minimum 6 OGPA out of 10 or 60% marks
Desirable	:	One year experience in Lab analytical procedure in quality control.
Place of Posting	:	Anywhere in India
Age	:	Not more than 30 years as on 1st June, 2016. Relaxation in upper age limit will be applicable as per rules.
Scale of Pay	:	PB-1: Rs.5200-20200 + GP Rs.1900

5. Agriculture Demonstrator

Number of Post	:	7 (SEVEN)
Category	:	6-UR, 1-SC
Qualifications		
Essential	:	Degree in Agriculture/Horticulture/ Botany/ Forestry from a recognized University with 1st Class (60%) or minimum 6 OGPA out of 10.
Place of Posting	:	Anywhere in India
Age	:	Not more than 30 years as on 1st June, 2016. Relaxation in upper age limit will be applicable as per rules.
Scale of Pay	:	PB-1: Rs. 5200-20200 + GP Rs.1900

6. Extension Assistant

Number of Post	:	5 (FIVE)
Category	:	5- UR
Qualifications		
Essential	:	1. Degree in Agriculture/Horticulture/ Botany/ from a recognized University with 1st Class (60%) or minimum 6 OGPA out of 10. 2. Working knowledge in computer. 3. Five years experience in Plantation Management.
Place of Posting	:	Anywhere in India
Age	:	Not more than 30 years as on 1st June, 2016.
Scale of Pay	:	PB-1: Rs. 5200-20200 + GP Rs.2400

Application Fee and Mode of Remittance

SC/ST/Female/Ex-servicemen/PWD candidates are exempted from fee payment and Rs.400/- for others. Fee is Non-refundable.

Application fee has to be remitted only through Demand Draft drawn in favour of the Secretary, Spices Board payable at Kochi, Kerala

Method of Selection

Selection will be through Examinations in multiple phases. {Objective tests (MCQ) and/or Essay type tests}. Practical tests may also be held wherever necessary.

Relaxation in age is as follows:

- Age relaxation as per Govt. rules for SC/ST/OBC/Ex-Servicemen candidates.
- Upper age limit is relaxable by 5 years to all candidates who had originally been domiciled in the state of Jammu & Kashmir during the period from 01.01.80 to 31.12.89.
- Age relaxation of 10 years will be granted to the candidates having 40% physical disability.

Test centers

Name of the post	Place
Field Officer	Srinagar, Jodhpur, Ahmedabad, Guntur, Gangtok, Guwahati, Aizwal
Senior Clerk	Srinagar, Jodhpur, Ahmedabad, Guntur, Gangtok, Guwahati, Aizwal
Junior Chemist	Srinagar, Jodhpur, Ahmedabad, Guntur, Gangtok, Guwahati, Aizwal
Junior Microbiologist	Srinagar, Jodhpur, Ahmedabad, Guntur, Gangtok, Guwahati, Aizwal

Extension Assistant	Srinagar, Jodhpur, Ahmedabad, Guntur, Gangtok, Guwahati, Aizwal
Agriculture Demonstrator	Srinagar, Jodhpur, Ahmedabad, Guntur, Gangtok, Guwahati, Aizwal

HOW TO APPLY

Candidates residing in North East & Sikkim Region can apply through online as well as offline mode. Candidates from other parts of India shall apply only through online mode.

The web link for the online submission of application is as follows:

112.133.204.82/sb_application_2016

Candidates residing in North East/Sikkim region who would like to apply through offline mode may download the prescribed form of application from the following link:

indianspices.com/sites/default/files/applicationformat.pdf

Last date for applying online is 01.08.2016

Last date for receipt of hard copy of application(s) by post from the candidates residing in the locations (Except Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Spiti District & Pangri Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep) in the Spices Board Head Office is 16.08.2016.

Last date for receipt of hard copy of application(s) by post in Spices Board Head Office from the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Ladakh Division of J&K State, Spiti District & Pangri Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands and Lakshadweep is 01.09.2016.

The candidates may send the application (print out of the application duly signed by the candidate in case of online submission), supporting documents(in respect of education qualification, proof of age, experience etc), Demand Draft and copy of caste certificate in an envelope super scribed as "Application for the post of....." addressed to:

The Secretary, Spices Board, Sugandha Bhavan, N.H By – Pass Road, Palarivattom P.O., Kochi – 682025, Kerala

Date of exams for the above posts would be intimated soon.

SECRETARY

Date: 30.06.2016

Place: Kochi

Note:

SC – Scheduled Caste; ST – Scheduled Tribe, OBC – Other Backward Classes, UR –

Unreserved; PWD – Persons with Disabilities; MCQ - Multiple Choice Question

Instructions to the candidates

- 1) Applications without supporting documents/Demand Draft or applications received after the prescribed date shall not be entertained.
- 2) Before applying, candidates should ensure that they fulfill the eligibility criteria for the post. Applicants may check whether the post is un-reserved or reserved. If applying for posts against reserved vacancies then make sure that it is suitable for the category/community the applicant belongs to.
- 3) Candidates applying for more than one post should submit separate application form for each post.
- 4) Candidates are advised to keep their e-mail ID and mobile number active for receiving communications from the Spices Board.
- 5) The centre for written test, once submitted, cannot be changed later and hence this has to be opted carefully.
- 6) Allocation of test centres would be done at the discretion of the Spices Board, subject to availability of sufficient number of applicants opting for the respective test centre. The Spices Board, however reserves the right to cancel any of the Examination Centres if there are insufficient number of candidates.
- 7) To prove Identity, Age, Address, Qualification, Experience, Community, Special category, etc., candidates have to produce original documents at the time of verification of certificates
- 8) In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he/she has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated
- 9) Decisions of the Spices Board in all matters regarding eligibility, conduct of test, detailed test and selection procedure would be final and binding on all candidates. No representation or correspondence will be entertained by the Board in this regard.
- 10) Any legal proceedings in respect of any matter of claim or dispute arising out of this vacancy notification and/or an application, tests etc. in response thereto can be instituted only in Kochi and courts at Kochi only shall have sole and exclusive jurisdiction to try any cause / dispute.
- 11) Canvassing in any form will be a disqualification.
- 12) The application fee(s) paid shall neither be refunded under any circumstances nor be held in reserve for any other application.
- 13) The eligibility of applicants with respect to age, Educational qualification, experience etc. will be determined as on 1st June, 2016. The period of experience in a discipline/area of work, wherever prescribed, only after the date of acquiring the essential qualification will be counted.
- 14) In case of candidates who do not have the required class or % of marks or CGPA/OGPA for the prescribed qualification, the class or % of marks or or CGPA/OGPA obtained at a higher level qualification (in the same discipline), if any, shall be considered if it meets the requirement.
- 15) Information related to changes in date of submission of application (if any), date and venue of written test and result of written test etc., will be published in Board's website www.indianspices.com. Candidates are advised to regularly visit www.indianspices.com for details and updates.
- 16) Applicants employed in Govt. Departments/PSUs/Autonomous bodies should forward their applications through proper channel and must produce No Objection Certificate

(NOC) from their employer at the time of final selection phase. In case, the candidate fails to produce the NOC, his/her candidature will not be considered.

- 17) The number of vacancies indicated against each category is provisional and may vary at the time of selection. Spices Board reserves the right to shortlist applicants for written test.
- 18) Wherever CGPA/OGPA in a degree is awarded, the candidates will have to produce document indicating equivalent percentage of marks as per norms adopted by the University/Institute at the time of final selection phase.
- 19) Selected candidates are liable to be posted anywhere in India.
- 20) The Spices Board reserves the right to modify/alter/restrict/enlarge/cancel the recruitment process, if need so arises, without issuing any further notice or assigning any reasons therefor. The decision of the Management will be final and no appeal will be entertained against this issue.
- 21) All queries/issues regarding submission of application etc. are to be addressed to the Secretary, Spices Board only through e-mail: spicesboardrecruitment@gmail.com
- 22) Syllabus for Objective (MCQ) test:

Name of the post	Test syllabus/area
Field Officer	Agriculture, Horticulture, Computer literacy, Psychometric evaluation etc.
Senior Clerk	Reasoning ability and Numerical Aptitude, English Language, General Awareness, General Knowledge ,Computer knowledge in Windows, Linux operating system ,word processing, electronic worksheet, e-mail, Psychometric evaluation etc.
Junior Chemist	Structural Chemistry, Organic Chemistry, Physical Chemistry, Psychometric evaluation etc.
Junior Microbiologist	Microbiology/quality control in food, Psychometric evaluation etc.
Extension Assistant	Agriculture, Agro ecology, Horticulture Botany, Agriculture Extension, General Awareness, General knowledge, Computer knowledge, Psychometric evaluation etc.
Agriculture Demonstrator	Agriculture, Agro ecology, Horticulture Botany, Agriculture Extension, General Awareness, General knowledge, Computer knowledge, Psychometric evaluation etc.

23) SC/ST candidates will be reimbursed to & fro second class sleeper railway/bus fare by shortest route. SC/ST candidates are requested to e-mail their travel claim for appearing in the tests/ final selection phase along with the bank details (Bank name, account number & IFSC Code), scanned copy of the caste certificate and scanned copy of the tickets to spicesboardrecruitment@gmail.com The e-mail regarding reimbursement may be addressed to the Secretary, Spices Board. There is no need to send any hard copy to the office for the claim of same.

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