

SPICES BOARD
(Ministry of Commerce & Industry, Govt.of India)
Sugandha Bhavan, N.H. By Pass, P.B. No.2277,
Palarivattom. P.O., Kochi – 682025
Tele: 0484-2333610 to 616

SELECTION OF SYSTEM SUPPORT ENGINEER TRAINEE

1	Number of trainees required	One (System Support Engineer trainee)
2	Stipend	Rs. 18,000/- per month
3	Method of selection	Online written test
4	Training Location	Bodinayakanur, Tamil Nadu
5	Age	Not more than 30 years
6	Tenure of Training	Two years
7	Leave eligibility	One day per month
8	Qualifications: <u>Essential</u>	B.E / B.Tech /BSc in Computer Science/Information Technology/ Electronics & Communication/BCA/MCA from a recognized university or Three years Diploma in Computer Engineering/ Computer Hardware/ IT from polytechnics
9	Mandatory skills required	Windows/Linux Operating systems.Hardware maintenance system installation & networking. <ol style="list-style-type: none"> 1. Support for Desktops, printers, Scanners and other peripherals 2. Management of System Data ,allocation and support 3. Coordination with vendors for AMC management 4. Maintenance of Backups 5. Troubleshooting Network Related issues 6. User level support 7. Help desk management

10	Instructions to the candidates:	<p>Eligible candidates may apply through the link - https://docs.google.com/forms/d/e/1FAIpQLSdUxOcpwmG1BruMQZUY68sX36inA0M_tmXvUnbelVe7ZvEWeQ/viewform?usp=sf_link</p> <p>Eligible candidate applying for the posts should upload the following documents photo and self attested copies of all necessary documents given below.</p> <p>a. Identity proof (Voters ID/ Aadhaar etc.) b. Proof of age c. Proof of educational qualifications and training experience (if any)</p> <p>The number of trainees indicated is provisional and may vary based on the requirement. The Board reserves the right to short-list applicants</p>
		<p>for the written test.</p> <p>Age, Experience and all other prescribed qualifications will be counted as on the last date of submission of application.</p>
11	Date and time of online written test	Will be published in Spices Board website in due course.
12	Last date for submission of application	10 th October, 2021

Instructions to candidate:

1. Validity of rank list will be for one year.
2. The number of trainees indicated is provisional and may vary based requirement. Such requirements will be filled from the rank list.
3. Candidates shall upload all the necessary documents in respect of age and qualifications at the time of online application. verification of the uploaded documents will be done and candidates will be shortlisted for the test.
4. Age, Experience and all other prescribed qualifications will be counted as on the last date of submission of application.
5. The Spices Board reserves its right to re-schedule the date and time at any stage of the selection process.
6. Secretary, Spices Board reserves the right of any amendment, cancellation and changes to this advertisement as a whole or in part without assigning any reason or giving notice.
7. Candidates are advised to check opportunities/notices in Board's website www.indianspices.com for updates and not to rely on information from third party websites.
8. The selected candidate shall execute an agreement in stamp paper worth Rs.200/-

DIRECTOR(ADMIN)

Date: 16th September, 2021

Kochi-25

Hindi version follows