

SPICES BOARD

(Ministry of Commerce & Industry, Govt.of India)
Sugandha Bhavan, N.H. By Pass, P.B. No.2277
Palarivattom. P.O., Kochi-682025
www.indianspices.com, Ph: 0484-2333610 to 16

Notification No.9/2022/TA/QEL

Selection of Trainee Analyst(Microbiology) in Quality Evaluation Laboratory of Spices Board at Chennai

(Exclusively for Scheduled Caste(SC)/Scheduled Tribe(ST) Candidates)

No of Vacancy	Trainee Analyst(Microbiology) : 2 nos. QEL, Chennai (Gummidipoondi, Thiruvallur District)
Educational Qualification	Bachelors Degree in Microbiology from a recognized University/Institute
Eligibility	1. The upper age limit should not exceed 25 years as on 01.04.2022 2. Those who are trained/undergoing training in any of the department of the Spices Board are not eligible.
Tenure	Two years
Stipend	₹20,000/- per month.
Leave eligibility	One day per month

Last date for receiving applications is 15.04.2022

How to apply :

- Eligible candidates may send their details as in Annexure-I along with scanned copies of resume, recent passport size photo, certificates (Proof for age, education, caste certificate, etc. and experience if any) via email to sbchennairecruitment@gmail.com in advance, on or before the last date for receiving applications.
- Candidate has to mention the appropriate position he/she would like apply in the application form(Annexure-I). [Example: "Application for Trainee Analyst-Microbiology"]
- Applications, which are not received in the prescribed format i.e. as per Annexure I of the notification along with the supporting documents will not be considered.

: 2 :

- Candidates may sent the application as a single PDF attachment in the following order (a) Annexure-I (b) Educational qualifications(in chronological order) (c) Caste certificate (d) ID proof (e) Experience certificate, if any and (e) Resume.
- If large number of applications are received, same will be shortlisted as per the criteria as decided by Spices Board.
- Short-listed candidates will be intimated of written test at the respective QEL. Original documents for eligibility criteria submitted should be available for verification, failing which the candidate will not be allowed to attend the written test.
- Candidates are advised to check Notification/Opportunities in Board's website www.indianspices.com for updates and not to rely on information from 3rd party websites.

The written test shall be conducted as per the COVID-19 protocol as per the guidelines of Ministry of Health & Family Welfare, Govt. of India.

General Instructions :

1. Applications should be submitted in the prescribed format along with supporting documents. Late applications will not be entertained.
2. Before applying, candidates should ensure that they fulfil the eligibility criteria for the post.
3. Candidates are advised to keep their e-mail ID and mobile number active for receiving communication from the Spices Board.
4. For proof of Identity, Age, Address, Qualification, Experience, Community, Residence certificate etc., candidates have to produce original documents at the time of certificate verification.
5. In case it is detected at any stage of selection process 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.
6. 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.
7. 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.
8. Canvassing in any form will be a disqualification.

9. The eligibility of applicants with respect to age, Educational qualification, experience etc. will be determined as on 01.04.2022.
10. Information related to changes in date of submission of application (if any), date and venue of written test and result of written test/interview etc. will be published in Board's website www.indianspices.com
11. 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 therefore. The decision of Spices Board will be final and no appeal will be entertained against this issue.
12. All queries/issues regarding the notification are to be addressed to the Scientist C & QEL Spices Board only through e-mail: sbchennairecruitment@gmail.com

04th April 2022
Kochi-25

DIRECTOR(ADMN)

Hindi version follows:

Annexure-I

Name of the Post Applied for :

Location



1.	Name of the candidate (in Block letters):			
2.	Address for communication:			
	Contact No.:			
	Email ID:			
3.	Permanent Address:			
	Contact No.:			
	Email ID:			
4.	Identity proof submitted, with details:			
5.	Eligibility criteria/documents submitted:			
Sl. No.	Eligibility criteria	Details	Documents attached (Yes/No)	Verification (Office purpose only)
i.	a) Date of Birth b) Age (as on last date)	a) b) years; months; days;		

Sl. No.	Educational qualifications	Name of the University/ Institute.	Year of Passing.	CGPA/OGPA /Percentage obtained.	Documents attached (Yes/No)	Verification (Office purpose only)

6. Details of previous training/experience(if any):

Sl. No.	Area of Experience/ Training	Experience details		Period		Documents attached (Yes/No)	Verification (Office purpose only)
		Position held (Employee/ Trainee)	Name of the Institution.	From – To	Completed Years & Months.		

Declaration

I hereby declare that I have read the notification for selection of Technical Analyst (Microbiology) and the details given above and the supporting documents submitted are true & valid to the best of my knowledge.

Place :

Signature :

Date:

Name:
