

SPICES BOARD

(Ministry of Commerce & Industry, Govt. of India)
“Sugandha Bhavan” N.H.Bye Pass, Palarivattom.P.O, Kochi – 682025, Kerala, India

(Phone: 91-484-2333610 – 616)

www.indianspices.com

WALK IN TEST FOR SELECTION OF MARKET RESEARCH TRAINEES

[Exclusively for Scheduled Caste (SC) and Scheduled Tribe(ST) candidates]

(1)Market Research Trainee	Two (2) Nos.
Category	SC/ST
Stipend	Rs.18,000/- per month
Method of selection	Walk-in-test(objective type) followed by descriptive test and discussion
Training Location	Kochi , Kerala
Age	Not more than 30 years as on the date of walk-in- test
Tenure of Training	One year from the date of joining (extendable upto two years)
Leave eligibility	One day per month
Qualification	Essential MBA with specialization in International Business/ International Marketing/ Foreign Trade/ Agri Business from Recognised Universities/ Reputed Institutes with 50% marks Or Post Graduate Diploma in Business Management (PGDBM) -2 YEARS (Full time course) with specialization in International Business/ International Marketing/ Foreign Trade/ Agri Business from Recognised Universities/ Reputed Institutes with 50% marks Sound knowledge of international business procedures and practices, Ability to carry- out trade policy-oriented research, Strong mathematical and analytical skills, Computer skills : Use Excel functions to organize and analyze data, Create charts, graphs and presentations, Good written and spoken communication skills in English; Good observation, investigation, judgment and decision making skills ,Ability to understand technical and complex information, Self-starter with the ability to strategically plan own work, Good networker with the ability to maintain a positive and fruitful dialogue and relationship with Exporters and trade related organizations; Excellent interpersonal relation, ability to work as part of a team.
Skills and competencies required	
Venue, Date and time of Walk-in-test for Market Research Trainees	Venue: Spices Board (Ministry of Commerce & Industry, Govt. of India)

<p>Candidates who have not yet received their PG degree need not appear for the walk-in-test</p>	<p>“Sugandha Bhavan” N.H.By Pass, Palarivattom.P.O, Kochi – 682025, Kerala, India Ph: 0484 2333607</p> <p>Date: 14th May 2019 Time:9.30 AM to 11.30 am : Document Verification.</p> <p>The walk-in test (objective type) for eligible candidates will be conducted thereafter on the same day.</p> <p>Those who qualify in the walk-in test (objective type) will be called for a descriptive test and discussion on the same day, subject to availability of time or on a different day.</p> <p>The walk in test, descriptive test and discussion will cover questions/topics to assess the subject knowledge, skills and competencies mentioned above</p>
<p>Instructions to candidates:</p>	<p>Eligible candidate appearing for the test should fill-in and sign the form placed as Annexure I of this notice and bring along with all necessary documents given below:</p> <ul style="list-style-type: none"> ○ passport size color photograph, ○ original certificates for: <ul style="list-style-type: none"> ▪ Identity proof (Voter card, Aadhaar card etc.) ▪ proof of age ▪ proof of education and training ▪ Caste Certificate ▪ publications if any ○ One set of attested photocopies of the above document stapled to the filled-in and signed Annexure 1. <p>The number of trainees indicated is provisional and may vary at the time of selection. The Board reserves the right to short-list applicants for the second level descriptive test and discussions.</p>
<p>Date: 6th May 2019</p>	<p>SECRETARY</p>

Annexure – 1

Format to be filled up by eligible candidates
appearing for **walk-in test** for selection of
Market Research Trainees in Spices Board

One set of self attested and signed photocopies of each of the eligibility criteria should be attached to this filled-in format. Original documents for each of the eligibility criteria submitted below should be available for verification, failing which, the candidate will not be allowed to attend the walk-in-test.

Affix recent
passport-size
colour photograph here

1. Name of the Trainee post :

2. Full Name :

3. Full Address, with
contact number and
e-mail :

4. Id card (Name and no. of
document submitted) :

5. Eligibility Details:

	Eligibility Criteria	Details	Documents	Verification (Office purpose only)
a)	Date of Birth Age	(Not more than 30 years as on the date of walk-in-test) _____ Years	Proof of age (name of document submitted)	
b)	Post Graduate Degree	Tick any one: M.Sc/MBA/2 year PG Diploma (Completed) in: <ul style="list-style-type: none"> • International Business • International Marketing • Foreign Trade • International Trade • Agri Business • Statistics • Agricultural Statistics 	Year of passing: % of Marks: Name of university/Institute	

c)	Published papers / reports (if any)	Details of papers / reports published, with title, source and date (attach as a separate sheet if needed). If none, write 'Nil'	Attach copy of papers / reports (if none, write 'N/a'):	
6	Training on a) Data analysis & reporting b) Market Research c) MS Excel d) Trade Databases e) Communication	Details of previous training (if none, write 'Nil')	Attach copy of training certificate (if none, write 'N/a'):	
7	Any other relevant information you may wish to add, including training & experience in the relevant area	Write details (if none, write 'Nil')		

Declaration

I hereby declare that I have read the notification for selection of Market Research Trainee and the details given above are / self attested documents submitted are correct.

Signature:

Name:

Date: