

SPICES BOARD
 (Ministry of Commerce & Industry, Govt. of India)
 Sugandha Bhavan, NH Bypass, Palarivattom P.O, Kochi-25
 (Phone: +91-484-2333610-616)

Walk in interview for selection of Research Associate (BIOTECHNOLOGY) and Research Associate (ANALYTICAL CHEMISTRY) on contract basis	
No. of Research Associates required	One Research Associate (BIOTECHNOLOGY) and One Research Associate (ANALYTICAL CHEMISTRY)
Qualification	<p>a) Research Associate(BIOTECHNOLOGY): Essential: Ph. D in Biotechnology</p> <p>Desirable: Two years' working experience on equipments including PCR machines, Electrophoresis apparatus, Spectrophotometer, Tissue culture Lab & equipments. Publications in peer reviewed journals.</p> <p>b) Research Associate (ANALYTICAL CHEMISTRY): Essential: Ph. D in Analytical Chemistry/Biochemistry</p> <p>Desirable: Two years' working experience on HPLC, GC, AAS, UV etc. Publications in peer reviewed journals.</p>
Skills and Competencies	Working knowledge in computer, data analysis, interpretation of results and report preparation, obtained from sophisticated instruments.
Age	Not more than 45 years. (As on last date for receiving applications.)
Emoluments	Rs.35,000/- (Consolidated, Fixed per month)
Duty Station Location	Indian Cardamom Research Institute (ICRI), Myladumpara, Idukki, Kerala
Tenure	Two years
Leave Eligibility	One day per month
Method of Selection	Interview via online video conferencing
Date and time of interview	Will be announced in Board's web site indianspices.com (opportunities page). Candidates are advised to visit the page regularly for updates.

Candidates who have not yet received their final degree certificate need not apply.

Last date for receiving applications: 8th July, 2021.

How to apply:

1. Eligible candidates may send their applications as in Annexure-I along with scanned copies of certificates (Proof for age, education, etc.), recent passport size photo, resume and experience, if any) via **email to sbicritc@gmail.com** in advance, on or before the last date for receiving applications
2. The email should bear the subject titled as "Application for the post of".

3. Candidate has to mention the appropriate position he/she would like apply in the application form(Annexure-I). [Example: “*Application for Research Associate(Biotechnology/Analytical Chemistry)*” as the case may be].
4. 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.
5. Candidates may send the application as a single PDF attachment in the following order (a)Annexure-I (b) Educational qualifications(in chronological order) (c) ID proof (d)Experience certificate(s), if any and (e) Resume.
6. If number of applications received is more. The applications will be shortlisted based on the criteria as decided by Spices Board.
7. The acknowledgement of applications received by email, if in order, will be sent between 5:00pm to 5:30 pm on working days.
8. Short-listed candidates will be intimated of date & time of interview via email. Original documents for eligibility criteria submitted should be available for verification, failing which the candidate will not be allowed to attend the interview.
9. Candidates are advised to check opportunities/notices in Board’s website www.indianspices.com for updates and not to rely on information from 3rd party websites.
10. The selection process will be 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 fulfill 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, 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 canceled.

6. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
7. The appointment will be on contract basis for a period of 2 years.
8. Decision of 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.
9. 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.
10. Canvassing in any form will be a disqualification.
11. The eligibility of applicants with respect to age, Educational qualification, experience etc. will be determined as on the last date for receiving applications.
12. The period of experience in a discipline/area of work, wherever prescribed, only after the date of acquiring the essential qualification will be counted.
13. Information related to changes in date of submission of application (if any), date & time of interview, etc. will be published in Board's website www.indianspices.com.
14. 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.
15. All queries/issues regarding the notification are to be addressed to the Scientist C, ICRI Myldumpara, only through **e-mail: sbicrite@gmail.com**

Kochi-25
28th June, 2021

Director(Admn.)
Spices Board

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Hindi version follows.

Annexure-I

Name of the Post Applied for :

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Affix Recent passport size Colour photograph
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1.	Name of the candidate (in Block letters):					
2.	Address for communication:					
	Contact No.:					
	Email ID:					
3.	Permanent Address:					
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 (Not more than 45 years as on last date)	a) b)	years months.			
Sl. No.	Educational qualifications	Name of the University/	Year of Passing.	CGPA/OGPA /Percentage	Documents attached	Verification (Office

		Institute.		obtained.	(Yes/No)	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 Research Associate (Biotechnology/Analytical Chemistry) and the details given above and the supporting documents submitted are true & valid to the best of my knowledge.

Place :
Date:

Signature :
Name:

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