

## Spices Board

(Ministry of Commerce & Industry, Govt. of India)

“Sugandha Bhavan” N.H.By Pass, Palarivattom.P.O, Cochin – 682025, Kerala, India

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<b>Title</b>	Walk in Test/ Interview for selection of “Trainee to work for the assignments with the Codex Alimentarius Commission (CAC)”
<b>No: of trainees required</b>	Three
<b>Stipend</b>	Rs. 15,000/- per month
<b>Duty Station Location</b>	Cochin, Kerala
<b>Qualifications:</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"><li>• A Postgraduate Degree (M.Sc) in Food Science, Biochemistry, Chemistry, Microbiology and Food technology</li><li>• Demonstrated ability to draft technical/scientific reports in English</li></ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"><li>• Minimum of six months of progressively responsible professional experience in a standards setting environment with a preference given to working in the development and implementation of food control programmes at regional, national, or international level, including the elaboration of food standards, guidelines and regulations;</li><li>• Experience in dealing with Codex Alimentarius Commission is an added advantage;</li><li>• Knowledge of intergovernmental bodies, governmental services and international non-governmental organizations operating in the field of standards, particularly in relation to food;</li><li>• Proven working experience in the food safety sector;</li><li>• Experience in dealing with senior government, regional and international organization/ offices;</li></ul>
<b>Age:</b>	Not more than <b>30 years</b> as on the date of interview
<b>Skills and competencies:</b>	<ul style="list-style-type: none"><li>• Self-starter with the ability to strategically plan own work;</li><li>• Be conversant with international standard setting organizations (Codex Alimentarius Commission in particular) procedures and cycles;</li><li>• Good networker with the ability to maintain a positive and fruitful dialogue and relationship with the main institutions or organizations;</li><li>• Good written and spoken communication skills in English;</li><li>• Excellent interpersonal skills and ability to operate effectively across organisational boundaries;</li><li>• Good judgment/Decision-making skills;</li><li>• Good observation and attention to detail;</li></ul>

	<ul style="list-style-type: none"> <li>• Ability to deal with a diverse team of people of different national and cultural backgrounds in an international setting;</li> <li>• The ability to understand technical and complex information;</li> <li>• Good analysis and investigation skills;</li> <li>• Ability to work alone or as part of a team;</li> <li>• Computer skills;</li> </ul>
<b>Tenure of Appointment:</b>	<p><b>Two years from the date of joining</b></p> <ul style="list-style-type: none"> <li>• The initial appointment will be for 1 year.</li> <li>• Contract extension to another 1 year will be subject to satisfactory performance</li> </ul>
<b>Leave eligibility</b>	One day per month
<b>Summary of duties and functions:</b>	<ul style="list-style-type: none"> <li>• Preparation of technical/ scientific reports, discussion papers relating to quality standards of spices and spice products;</li> <li>• Act as liaison between the Spices Board and interested sectors and other international governmental and non-governmental organizations concerned with the health, quality and trade aspects of food standards;</li> <li>• Participate in and contributes to meetings on Codex-related issues including food safety, quality and standards, and works closely with relevant technical units to ensure consistency between the policies and the work of the Commission Alimentarius Commission;</li> <li>• Responsible for ensuring the quality and efficient delivery of support and services to the National Codex Contact point of India, Codex Alimentarius Commission and its subsidiary bodies;</li> </ul>
<b>Date and time of test/ interview:</b>	<b>20<sup>th</sup> February 2015; 10. 00 am</b> <b>(Registration will close by 10:30 am)</b>
<b>Venue</b>	<b>Spices Board</b> (Ministry of Commerce & Industry, Govt. of India) “Sugandha Bhavan” N.H.By Pass, Palarivattom .P.O, Cochin – 682025, Kerala, India
<b>Note:</b>	<ul style="list-style-type: none"> <li>• <b>The appointment will be strictly on contract basis.</b></li> <li>• Those selected will be trained for a period of two years in Spices Board and will have to travel places as and when necessary.</li> <li>• Eligible candidates may appear for the walk- in- test/interview with their resume, passport size photographs, original certificates (proof of age, education and experience and publications if any) and a set of attested photocopies of the same on the day of the walk-in test/ interview.</li> <li>• Those who have not yet received their final degree certificate need not appear in the test/ interview.</li> <li>• The number of vacancies indicated is provisional and may vary at the time of selection. Board reserves the right to shortlist applicants for interview.</li> </ul>

**The Hindi Advertisement will follow.**