

**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**

ADM/TSP/01/2019-20

**Notification no. 44/2025**

**WRITTEN TEST FOR THE SELECTION OF SYSTEM ENGINEER  
ON CONTRACT BASIS IN SPICES BOARD**

Spices Board proposes to conduct written test for the selection of System Engineer on contract basis. The number of requirement, Eligibility criteria, Qualification, Skills, Experience, responsibilities etc., required for the above position are given below :

**System Engineer**

1	No. of personnel required	One(01) No.
2	Qualifications	Three years Diploma in Computer Engineering/Computer Hardware/Information Technology from polytechnics or B.E / B.Tech/MCA/BSc/ BCA in Computer Engineering/Computer Science/Information Technology/Electronics & Communication from a recognized university
3	Mandatory Skills	Windows/Linux/Ubuntu Operating systems. Hardware maintenance, system installation & networking
4	Key Responsibilities	1.Support for Server, 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
5.	Post Qualification Experience	Minimum two years in System Support in reputed organizations
6	Location	Spices Board, Head Office, Kochi
7.	Emoluments	First Year Rs. 20,500/- per month Second Year Rs. 22,200/- per month
8.	Age	Not exceeding 40 years as on the date of written test

<b>9.</b> <b>Date, Time and venue of Written Test</b>	<b>Venue: SPICES BOARD (Ministry of Commerce &amp; Industry, Govt. of India) “SugandhaBhavan”,N.H.ByPass, Palarivattom.P.O, Kochi – 682025, Kerala, India. - Ph: 0484 2333610-16</b>  <b>Date : 25-03-2026 Time: 10.00 am</b>  <b>(Before appearing for the written test, candidates may ensure that the application is submitted online. Last date for submitting online application is 24.03.2026)</b>
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**Instructions to candidates :**

1. The engagement of candidates will be purely on contractual basis and under no circumstances are linked to regular appointments and cannot be regularized at any stage.
2. The appointment shall be valid initially for a period of one (1) year and may be extended for a further period of up to two (2) years. The appointment shall stand automatically terminated upon the expiry of the term. Any extension of the term shall be at the sole discretion of the SPICES BOARD.
3. Eligible candidates may appear for the Written Test at the venue on the prescribed date & time.
4. Candidates appearing for the written test shall submit the application online at <http://spicesboard.in/recruitment/>. The candidates reporting after the specified time or fail to submit their application online will not be permitted to participate in the test.
5. Candidates are required to report at the venue at least 30 minutes prior to the scheduled time for certificate verification. They must bring all original documents and certificates, along with one set self attested copies each, pertaining to identity, age, educational qualifications, and experience, for verification purpose.
6. Before applying, candidates should ensure that they fulfill the eligibility criteria for the post as mentioned above.
7. In case it is detected at any stage of recruitment 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 selection, his/her services are liable to be terminated.
8. 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.
9. Canvassing in any form will be a disqualification.
10. No TA/ DA will be given to candidates who attend the written test.
11. Candidates are advised to check notification/opportunities in Board’s website [www.indianspices.com](http://www.indianspices.com) for updates and not to rely on information from 3rd party websites.
12. The number shown is provisional and may vary based on quantum of work. Such requirements will be filled from the rank list.
13. Validity of rank list shall be for two years only from the date of publishing.
14. Age, Experience and all other prescribed qualifications will be counted as on the date of written test.
15. The period of experience shall be counted after obtaining the prescribed qualification.
16. 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. The Spices Board reserves its right to re-schedule the date and time at any stage of the selection process.
17. The selected candidate shall execute an agreement in stamp paper worth Rs.200/-
  18. Termination: Spices Board reserves the right to terminate this Contract by giving one (1) months' prior written notice.
  19. Those who have already engaged on contract basis in Spices Board earlier, regardless of completed their tenure or not, need not apply again.

DIRECTOR(ADMIN)i/c

Date: 4<sup>th</sup> March, 2026

Hindi version follows.

