



THE MARINE PRODUCTS EXPORT DEVELOPMENT AUTHORITY

(MINISTRY OF COMMERCE & INDUSTRY) GOVERNMENT OF INDIA

MPEDA House, Panampilly Avenue, P B No.4272, Cochin-682036

Email: ho@mpeda.gov.in; Website : www.mpeda.com

Invites Applications for the following post:

Sl. No.	Name of the post	Pay Band Plus Grade Pay	No. of vacancies to be filled up	Reserved for						
				UR	OBC	SC	ST	PH	HH	Ex. Service
1.	Junior Stenographer	PB-1 ₹5200-20200+ ₹2400/-	6	2	1	1	1	1	-	-
2.	Junior Clerk	PB-1 ₹5200-20200+ ₹1900/-	17 (including anticipated)	5	3	3	1	2	1	2

UR - Unreserved, OBC- Other Backward Classes, SC - Scheduled Caste, ST - Scheduled Tribe, PH-Physically Handicapped, HH-Hearing Handicapped, Ex Servicemen Educational qualifications, experience, age, etc. prescribed for the post is furnished below:

Sl. No. and Names of the post

1. Junior Stenographer

1.1 Educational and other qualifications

S S L C with 100 w.p.m speed in Shorthand and 40 w.p.m in Typewriting.

1.2 Upper age limit as on 31.05.2015: 28 years

1.3 Place of posting: Any where in India

2. Junior Clerk

2.1 Educational and other qualifications

(1) Graduate in any subject from any recognized University.

(2) Minimum pass class certificate in Typewriting (30 w.p.m) in an examination conducted by Board of Technical Examinations of any State Govt.

(3) Computer proficiency as desirable qualification.

2.2 Upper age limit as on 31.05.2015: 28 years

2.3 Place of posting: Any where in India

How to apply

1. Application in the prescribed format should reach "The Secretary, Marine Products Export Development Authority, MPEDA House, Panampilly Avenue, Panampilly Nagar, Cochin-682 036" on or before 31.05.2015.

2. The cover enclosing the application should be superscribed "Application for the post of

3. Applications for the post will be considered only subject to the general conditions indicated in the website.

4. Application fee of ₹250/- (non-refundable) in the form of Demand Draft drawn in favour of "The Secretary, MPEDA", payable at Ernakulam should be sent along with the application. No application fee is required in the case of SC/ST/PH/HH/Ex-Servicemen candidates and employees of MPEDA and its Societies working under the direct control of MPEDA.

5. Age relaxation as per the rule is applicable to OBC/SC/ST/PH/HH/Ex-Servicemen.

6. Age can be relaxed by 10 years in the case of existing employees of MPEDA and its Societies working under the direct control of MPEDA applying for the post provided they have the required educational qualifications and experience prescribed for direct recruitment.

7. General conditions for applying and format of application in pdf. file can be downloaded from our Website <http://www.mpeda.com>. Application for the post will be considered only subject to the general conditions indicated in the website.

Cochin
27.04.2015

Sd/-
Secretary