

Coconut Development Board
(Ministry of Agriculture & Farmers Welfare, Govt. of India)

RECRUITMENT NOTICE

Online applications are invited from eligible and interested candidates for filling up the following posts in Coconut Development Board **under direct recruitment**:

Sl. No.	Name, Group & Pay Level of the post	No. of vacancies	Educational and other qualifications required for direct recruits
1	Deputy Director (Development) [Group A, Level-11 (Rs.67,700-2,08,700)]	5 [UR-2 & OBC-3 (including one backlog vacancy of OBC)]	(i) Master degree in Horticulture or Agriculture or Plant Sciences from a recognized University or institute; and (ii) Five years experience in Level-10 (Rs.56,100–Rs.1,77,500) in the pay matrix under the Central Government or equivalent with reference to agriculture development of plantation tree crops or horticulture crops; or seven years experience in Level-7 (Rs.44,900-1,42,400) in the pay matrix under the Central Government or equivalent with reference to agriculture development of plantation tree crops or horticulture crops.
2	Deputy Director (Marketing) [Group A, Level-11 (Rs.67,700-2,08,700)]	1 (UR-1)	i) Master degree in Business Administration or equivalent with Marketing Specialization or Master Degree in Agriculture or Horticulture with Postgraduate diploma in Marketing Management or equivalent from a recognized University or institute; and ii) Seven years experience in agricultural marketing in any recognised institute.
3	Assistant Director (Development) [Group A, Level-10 (Rs.56,100–1,77,500)]	1 (UR-1)	(i) Master degree in Horticulture or Agriculture or Plant Science from a recognized University or institute; (ii) Three years experience in Level-7 (Rs.44,900-1,42,400) in the pay matrix under the Central Government or equivalent, preferably in plantation tree crops or horticulture crops; or five years experience in Level-6 (Rs.35,400-1,12,400) in the pay matrix under the Central Government or equivalent, preferably in plantation tree crops or horticulture crops.
4	Assistant Director (Foreign Trade) [Group A, Level-10 (Rs.56,100–1,77,500)]	1 (UR-1)	(i) Master degree in Business Administration with specialization in International Business or Foreign Trade or Export Promotion or equivalent from a recognized University or institute; or Bachelor degree in any subject with Postgraduate diploma in International Business or Export Promotion or Foreign Trade or equivalent from a recognized University or institute;

			and (ii) five years experience in market development of foreign countries including foreign trade and export to foreign countries in a government office or autonomous body or statutory body or public sector undertaking or reputed firm under Federation of Indian Export Organizations.
5	Assistant Director (Marketing) [Group A, Level-10 (Rs.56,100–1,77,500)]	1 (UR-1) [Reserved for PwBD- Locomotor Disability.]	Master degree in Business Administration or equivalent with specialization in Marketing or Master degree in Agriculture or Horticulture with Postgraduate diploma in Marketing Management or equivalent from a recognized University or institute and five years experience in agricultural marketing in a recognised institute.
6	Statistical Officer [Group B, Level-7 (Rs.44,900-1,42,400)]	1 (UR-1)	Essential: i) Master degree in Statistics or Agricultural Statistics from a recognised University or institute; and ii) five years experience in statistical analysis in a government office or public sector undertaking or autonomous body or statutory body.
7	Development Officer [Group B, Level-7 (Rs.44,900-1,42,400)]	10 (UR-6, EWS-1, OBC-1 & SC-2)	(i) Bachelor degree in Agriculture or Horticulture from a recognised University or institute; and (ii) Two years experience in the field of Agriculture or Horticulture Development activities in a recognised institute.
8	Development Officer (Technology) [Group B, Level-7 (Rs.44,900-1,42,400)]	2 (UR-2)	B. Tech. in Food Processing or Food Technology or equivalent or Master degree in Food and Nutrition or equivalent from a recognised University or institute and two years experience in food processing in a recognised institute.
9	Development Officer (Training) [Group B, Level-7 (Rs.44,900-1,42,400)]	1 (UR-1)	Bachelor degree in Agriculture or Horticulture or B. Tech. in Agricultural Engineering or Food Processing Engineering or equivalent or Master degree in Food and Nutrition or equivalent with two years experience in the field of food processing, training and extension in a recognised institute.
10	Market Promotion Officer [Group B, Level-7 (Rs.44,900-1,42,400)]	1 (UR-1)	Master degree in Business Administration with marketing specialization or equivalent or Master degree in Agriculture or Horticulture with Postgraduate diploma in Marketing Management or equivalent from a recognised University or institute and two years experience in marketing in a recognised institute.

11	Mass Media Officer [Group B, Level-7 (Rs.44,900-1,42,400)]	1 (UR-1)	Essential: (i) Master degree in Journalism or Bachelor degree in any subject with Postgraduate degree or diploma in Journalism or Mass Communication or Public Relations and Advertising or equivalent from a recognised University or institute; and (ii) five years experience in mass media activities, Information, Education and Communication activities, content creation, stake holder education and training in a recognised institute. Desirable: (i) Two years of experience in mass media operations in Agriculture or Horticulture sector in a recognised institute. (ii) Knowledge in Hindi.
12	Statistical Investigator [Group B, Level-6 (Rs.35,400-1,12,400)]	2 (UR-1 & OBC-1)	Essential: Master degree in Agricultural Statistics or Statistics from a recognised University or institute. Desirable: Two years experience in statistical work in a recognised institute.
13	Sub Editor [Group B, Level-6 (Rs.35,400-1,12,400)]	2 (UR-1 & OBC-1) [One vacancy is reserved for PwBD belonging to Deaf or Hard of Hearing.]	Essential: (a) Bachelor degree in Science, preferably in Agriculture or Horticulture or allied subject from a recognised University or institute; (b) Postgraduate diploma in Journalism or Mass Communication or Public Relations and Advertising or equivalent from a recognised University or institute; and (c) Two years experience in editing and publishing of journals, books etc. in a recognised institute. Desirable: Knowledge of Hindi.
14	Chemist [Group B, Level-6 (Rs.35,400-1,12,400)]	1 (UR-1)	Essential: Master degree in Chemistry from a recognised University or institute. Desirable: Two years' experience in analysis of edible oils and food products in a recognised institute.
15	Stenographer Grade II [Group B, Level-6 (Rs.35,400-1,12,400)]	3 (UR-3)	Essential: (i) Graduation with a speed of 120 words per minute in shorthand and 45 words per minute in typewriting.
16	Auditor [Group B, Level-6 (Rs.35,400-1,12,400)]	1 (UR-1)	(i) Master degree in Commerce from a recognised University or institute or pass in the Intermediate Examination of the Institute of Chartered Accountants of India or pass in the Intermediate Examination of the Institute of Cost Accountants of India; and

			(ii) Five years experience in audit work in a government office or public sector undertaking or autonomous body.
17	Programmer [Group B, Level-6 (Rs.35,400-1,12,400)]	1 (UR-1)	(i) Master degree in Computer Applications or equivalent with Bachelor degree in Science from a recognised University or institute; or Bachelor Degree in Computer Engineering or Electronics and Communication or Information Technology or equivalent from a recognised University or institute; (ii) Two years experience in programming or Information System in a Government office or public sector undertaking or autonomous body or statutory body or organization dealing in software.
18	Food Technologist [Group B, Level-6 (Rs.35,400-1,12,400)]	1 (UR-1)	Master degree in Food and Nutrition or B. Tech. in Food Processing or equivalent from a recognised University or institute; or Bachelor degree in Food Technology or Food and Nutrition with Postgraduate diploma in Food Safety and Quality Management or equivalent from a recognised University or institute and two years experience in the relevant field from a recognised institute.
19	Microbiologist [Group B, Level-6 (Rs.35,400-1,12,400)]	1 (UR-1)	Essential: Master degree in Microbiology or equivalent from a recognised University or institute. Desirable: Two years experience in analysis of micro biological materials in a recognised institute.
20	Content Writer-cum-Journalist [Group B, Level-6 (Rs.35,400-1,12,400)]	1 (UR-1)	Essential: (i) Master degree in Journalism or Bachelor degree in any subject with Postgraduate degree or diploma in Journalism or Mass Communication or Public Relations and Advertising from a recognised University or institute; and (ii) Two years experience in reporting and editing in a recognised institute. Desirable: Knowledge in Hindi.
21	Library and Information Assistant [Group B, Level-6 (Rs.35,400-1,12,400)]	1 (UR-1)	(i) Bachelor degree in any discipline with Bachelor degree in Library and Information Science from a recognised University or institute; and (ii) Two years experience in the field of library and information science in a recognised institute.
22	Technical Assistant [Group B, Level-6 (Rs.35,400-1,12,400)]	5 [UR-4 & OBC-1]	Essential: Master degree in Business Administration with specialization in Marketing or International Business or Foreign Trade or equivalent from a recognised University or institute or Bachelor degree in any subject with Postgraduate diploma in Marketing Management or International Business or Export Promotion or Foreign Trade from a recognised University

			or institute. Desirable: Two years' experience in marketing or export promotion activities in a recognised institute.
23	Field Officer [Group C, Level-4 (Rs.25,500-81,100)]	9 (UR - 4, OBC – 1, SC -2, ST – 1 & EWS - 1)	Intermediate or 12th Standard pass with Science and diploma or Certificate course in Agriculture or Horticulture or equivalent qualification from a recognised Board or Institute.
24	Junior Stenographer [Group C, Level-4 (Rs.25,500-81,100)]	7 (UR -5, OBC – 1, & SC -1) [Out of 7, one vacancy is reserved for PwBD (Locomotor Disability)].	Essential: (i) Bachelor degree from a recognized University or institute. (ii) Skill Test Norms: Dictation: Ten minutes @ eighty words per minute. Transcription: Fifty minutes (English) or Sixty-five minutes (Hindi) on Computer. Desirable: Diploma in Secretarial Course from a recognized University or Institute. Note: Departmental Lower Division Clerks in Level-2 (Rs.19,900-63,200) in the pay matrix with three years regular service in the grade and possessing the essential qualifications for direct recruits can be considered for Junior Stenographer.
25	Hindi Typist [Group C, Level-2 (Rs.19,900-63,200)]	1 (UR-1)	Essential: (i) Intermediate or 12th standard pass or equivalent qualification from a recognized Board or institute (ii) A typing speed of thirty words per minute in Hindi on computer. [Thirty words per minute correspond to nine thousand KDPH on an average of five key depressions for each word]. Desirable: Bachelor degree from a recognized University or Institute.
26	Lower Division Clerk [Group C, Level-2 (Rs.19,900-63,200)]	14 (UR-5, OBC-3, SC-3, ST- 1 & EWS-2) [out of 14, three vacancies are reserved for Ex-servicemen)	Essential: (i) Pass in Higher Secondary from a recognized Board or institute; and (ii) A typing speed of thirty-five words per minute in English or thirty words per minute in Hindi on computer. [Thirty-five words per minute and thirty words per minute correspond to ten thousand five hundred Key Depressions Per Hour and nine thousand Key Depressions Per Hour on an average of five key depressions for each word]. Desirable: Bachelor degree from a recognized University or Institute.

27	Lab Assistant [Group C, Level-2 (Rs.19,900-63,200)]	2 (UR – 2)	Essential: (i) 12th Standard pass with Science or equivalent qualification from a recognized Board or institute; and (ii) Certificate Course in Lab Technician from a recognized Board or institute. Desirable: Two years experience in a reputed and Government recognized microbiological lab or chemical lab.
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* The vacancies include anticipated vacancies which are subject to further changes. The additional vacancies likely to arise during the validity period will also be filled in from this panel subject to availability of suitable candidates as per reservation rules.

Age Limit for the above posts:

Sl. Nos. 1-2	Not exceeding forty years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for the employees of the Board.)
Sl. Nos. 3-5	Not exceeding thirty-five years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for employees of the Board.)
Sl. Nos. 6-14 and 16-22	Not exceeding thirty years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for employees of the Board.)
Sl. No. 15	Not exceeding 30 years (Relaxable for Government servants and employees of the Board.)
Sl. Nos. 23-27	Not exceeding twenty-seven years (Relaxable for Government servants up to forty years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for employees of the Board.)

Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spiti district and Pangi Sub Division of Chamba district of Himachal Pradesh, Union territories of Andaman and Nicobar Islands, Ladakh, Jammu and Kashmir and Lakshadweep.

The upper age limit is also relaxable for SC/ST candidates and OBC candidates up to 5 years and 3 years respectively in respect of the vacancies reserved for them. Further, age relaxation of 10 years shall be admissible to the Persons with Benchmark Disabilities (PwBD). For Ex-servicemen, upper age limit is as per Govt. of India orders for the posts reserved for such category.

Application fee : Rs.300/-(Rupees Three hundred only) through SBI Collect. Fee by any other means will not be entertained. No application fee in respect of SC/ST/PwBD/Ex-servicemen/Women candidates of any community candidates. Applicants seeking age relaxation / application fee waiver shall upload certificates issued by the competent authority to prove category (SC /ST) / Non-Creamy Layer Certificate (OBC) / Disability Certificate (40% or above in case of PwBD) / Discharge Certificate (Ex-Service Men).

Eligible and interested candidates are requested to submit their application online through the web link (<https://recruit.coconutboard.in>) within 30 days from the date of appearance of this advertisement in the Employment News. (The first date of publication of this advertisement in the Employment News will be taken into account for calculation of 30 days.) The upper age limit is calculated as on the last date for receipt of online application. Incomplete or applications received after the due date shall be summarily rejected and no correspondence with such candidates will be entertained. Candidates are advised to give specific, correct, full information. Candidates shall check Board's website/Recruitment Portal regularly for getting the latest updates regarding the recruitment like status, admit card etc. and no further communication will be released to the media in this regard. Please refer the important instructions, in this regard.

Candidates working in Central/State Governments, Research Institutions, Public Sector Undertakings, Autonomous Bodies etc. shall produce 'No Objection Certificate' and Vigilance Clearance Certificate' from their present employer at the time of written test/ interview. Service under the Coconut Development Board is liable to be transferred to anywhere in India, as per the requirements of the Board, at any time. Any gesture of canvassing, directly or indirectly, by any of the applicants will disqualify his/her candidature. Candidature of the applicant is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement. The Chief Executive Officer, Coconut Development Board, Kochi reserves the right to reject any or all the applications without assigning any reason(s).

Place : Kochi-11
Date : 25/11/2022

(R. Madhu)
Secretary