Invites applications from the candidates fulfilling the requisite eligibility criteria to fill up the following post on deputation for two years:

1. Name of the post: Director(Marketing) – one post
2. Classification: Group A
3. Age limit: Not exceeding 50 years as on the closing date of receipt of application
4. Place of Posting: Cochin.
5. Educational Qualifications:

**Essential:**

1. First Class Degree from a recognized University/Institution;
2. First Class Post Graduate Degree **OR** Diploma in Marketing/Business Administration/Foreign Trade from a recognized University/Institution;

**Experience:**

Holding analogous post or at the level of Dy. Secretary, Director or equivalent in Central Government, State Government, Autonomous Body or Public Sector undertaking of either Government for five years or in senior managerial level in Marketing/Market Research/Export Promotion/Foreign Trade for ten years;

**Desirable:**

Experience in the export marketing of agricultural/plantation/marine/food products. Knowledge of spice industry in India will be an added advantage.

**Major Job requirements:**

1. Mandatory responsibility for issuing Certificates of Registration as Exporter of Spices, Cardamom auction and dealer licence. Monitoring the regular conduct of e-auctions in Cardamom (Small) in Kerala and Tamil Nadu;
2. Mandatory Quality Enforcement activities in respect of spices and spice products meant for export;
3. In-charge of the all-important responsibility and function of the Spices Board, viz. export promotion of quality spices & spice products from the country;
4. Planning, formulating and implementing Export Development/Promotional schemes and programmes of the Spices Board;

5. Close contacts with the exporters, connected association and other stakeholders of the Indian spice industry;

6. Constant liaison with the parent Ministry/department and other Ministries, whenever required, State Governments and other international agencies such as American Spice Trade Association, All Nippon Spice Association, European Spice Association, International Organisation of Spice Trade Associations, International Pepper Community, etc.;

7. To propose annual export target for spices and work for its achievement;

8. Implementation of the new initiatives of the Spices Board, viz. establishment of Crop-specific Spices Parks and Regional Quality Evaluation Laboratories;

9. Organising Spices Board’s participation in the international exhibition/food fairs abroad.

The pay & allowances and other terms of deputation of the officer selected for appointment will be regulated as per the relevant Government of India rules and orders. The applications of eligible officers who can be spared immediately in the event of selection may be sent in the following format through proper channel along with copies of ACRs for the last 5 years attested by the Head of organization so as to reach the undersigned at the above address on or before **19th April, 2010**. In the case of All India Service Cadre officers working in the Ministry of Commerce & Industry or any other Ministry, the copies of the ACRs may be submitted at the time of the Interview. A recent passport size photograph of the applicant should be affixed on the right top corner of the application form. The applications which are incomplete, late and not received through channel will not be entertained. The Board deserves the right to shortlist the candidates being called for interview.

SECRETARY

29.3.2010
APPLICATION FOR THE POST OF DIRECTOR (MARKETING) IN THE SPICES BOARD ON DEPUTATION

1. Name of the candidate (In block capitals)
2. Date of Birth(Age)
3. Gender
4. Whether belong to SC/ST/OBC
5. Present office address/Phone No.
6. Permanent address
7. Date of retirement from the present post
8. Educational qualifications possessed by the officer

<table>
<thead>
<tr>
<th>Sl.No.</th>
<th>Name of the examination passed</th>
<th>Year of passing</th>
<th>Subjects</th>
<th>% of marks/class</th>
<th>University/institution</th>
</tr>
</thead>
</table>

9. Details of employment in chronological order

<table>
<thead>
<tr>
<th>Office/Institution</th>
<th>Post held With pay Scale/Pay Band (Total emoluments)</th>
<th>From</th>
<th>To</th>
<th>Nature of duties</th>
<th>Reason for leaving</th>
</tr>
</thead>
</table>

10. Nature of present employment, ie. Ad-hoc, temporary, quasi-permanent, permanent or on deputation
11. Cadre/Government service/organization you belong to:
12. Professional trainings undergone:
13. Languages known to speak, read and write:
14. Details on knowledge in computer applications
15. Details of foreign tours undertaken during the last 5 years and the purpose
16. Any other relevant information
CERTIFICATE BY THE CANDIDATE

I,................................., do hereby solemnly affirm that the details furnished by me above are correct and true to the best of my knowledge and belief. I possess the essential qualifications and experience mentioned in the vacancy circular. The documents in support of the above bio-data shall be produced whenever required and at the time of interview. I also undertake that in the event of my selection to the above post, I will not withdraw my candidature or decline the appointment when offered.

Place:                                                         (Name & signature of the candidate)
Date:

ENDORSEMENT BY THE FORWARDING AUTHORITY

Certified that the particulars furnished by Shri/Smt............... above have been verified from his/her service record and found correct. No disciplinary case is either pending or contemplated against the officer and no major or minor penalty was imposed on him during the last 5 years. The integrity of the officer is also beyond doubt. The copies of ACRs duly attested for the last 5 years are enclosed.

(Signature of Head of Department/
Forwarding authority with seal/date)