



Export Inspection Council of India
(Ministry of Commerce & Industry, Government of India)

Advertisement No.2014/01

The official export inspection and certification body of India established under Export (Quality Control & Inspection) Act, 1963 under Ministry of Commerce & Industry, needs professionals for appointment in Export Inspection Council and Export Inspection Agencies having Head Offices at **Delhi, Mumbai, Kochi, Chennai and Kolkata** with a network of 29 Sub-Offices including laboratories and invites applications for the posts as mentioned below in the prescribed format by **29th April, 2014**:-

Sl. No.	Vacancy No.	Post Category	No. of vacancies	Scale of Pay/Pay Band	Age (*)	Educational Qualifications
1	1213/02	Assistant Director (Tech.)	09 [UR: 3 including 1 PWD (OH with one leg or one hand affected), OBC: 4 and ST: 2]	PB-3; Rs.15600-39100 + GP 5400/-	25 to 35 years	Degree in Engineering /Technology or Post Graduate in Science or its equivalent and 05 years' experience in inspection, and or testing in the fields of Chemistry, Food Science & Technology, Fisheries, Veterinary Science and Computers/IT. Preference will be given to First Class Post Graduates.
2	1213/03	Technical Officer	04 (UR-2, OBC-2)	PB-2; Rs.9300-34800 + GP Rs.4200/-	25 to 35 years	Degree in Engineering /Technology / Degree in Science (Preferably Honours/ Post Graduate) or equivalent with 03 years' experience in inspection and/ or testing in the fields of Chemistry, Food Science & Technology, Fisheries, Veterinary Science and Computers / IT. Preference will be given to First Class Post Graduate.
3	1213/04	Jr. Scientific Assistant	02 (UR-1, OBC-1)	PB-2; Rs.9300-34800 + GP Rs.4200/-	20 to 30 years	Degree in Engineering / Technology; Degree in Science (Preferably Honours/ Post Graduate) or Diploma in Engineering/ Technology or equivalent with experience in testing / inspection in the field of Chemistry or Microbiology. Preference will be given to First Class Post graduate degree.
4	1213/05	Laboratory Assistant Grade-II.	01 (OBC: 1)	PB-1; Rs.5200-20200 + GP Rs.1900/-	18 to 25 years	High School or equivalent with Science subjects and 01 year experience in food testing. Preference will be given to Science Graduates.
5	1213/06	Office Assistant	02 (UR-1 OBC-1)	PB-2 Rs.9300-34800 + GP Rs.4200/-.	20-30 years	Degree or equivalent with 02 years' experience in Administration / Accounts work of a Govt. Department or a commercial organization of repute or technical establishment.
6	1213/07	Accountant	01 (SC-1)	PB-2; Rs.9300-34800 + GP Rs.4200/-	20 to 30 years	Degree preferably in Commerce or equivalent With 02 years' experience in Accounts of a Government Department / commercial organization of repute / a technical establishment.
7	1213/08	Stenographer Grade-II	01 (SC-1)	PB-1; Rs.5200-20200 + GP Rs.2400/-	18 to 25 years	High School or equivalent with Shorthand speed 100 wpm and Typing 40 wpm in Hindi or English. Should have 02 years' experience as Stenographer / Steno-typist. Preference will be given to the candidates having proficiency in both.

8	1213/09	Laboratory Attendant	02 (UR-2 including 01 PWD)	PB-1; Rs.5200-20200 + GP Rs.1800/-	18 to 25 years	Pass in Middle School with 03 years' experience in the Laboratory. Preference will be given to candidates who have passed 10 th standard.
9	1213/10	Peon/MTS	01 (ST-1)	PB-1; Rs.5200-20200 + GP Rs.1800/-	18 to 25 years	Pass in Middle School with knowledge of reading English/Hindi. Preference will be given to candidates who have passes 10 th standard.

All posts are suitable for PWD – OH (one leg or one hand affected) and HI (partially deaf).

1. General Conditions:

- The prescribed educational qualifications & experience are minimum & mere possession of the same does not entitle candidates to be called for interview.
- A limited number of candidates on the basis of merit & experience will be called for interview. It will not be obligatory on the part of EIC to call all eligible candidates for interview.
- The posts carry usual allowances i.e. Dearness Allowance (DA), House Rent Allowance (HRA), Transport Allowance etc., as admissible to Central Government employees.
- The post is pensionable based on defined contribution under the New Pension Scheme which has been in vogue with effect from 01.01.2004.
- The number of vacancies indicated against each category is provisional and may vary at the time of selection.
- Services of incumbent shall be transferable anywhere in India.
- The selected candidate will be placed under probation for a period of two years which may be extended at the discretion of the appointing authority.
- Candidate should ensure that he/she possesses educational qualification/experience in the relevant area as required in the category/post, for which he/she is applying, on the last date of receipt of application.
- The qualification prescribed should have been obtained from recognized Universities/ Institutions. Candidates possessing recognized equivalent qualification as mentioned against each post above are also eligible to apply.
- The period of experience in the requisite discipline/area of work wherever prescribed shall be counted with effect from the date of acquiring the prescribed minimum educational qualifications required for that post.

2. Age Relaxation: (*)

- ***The date for determining the age limit/experience/qualifications shall be the closing date prescribed for receipt of applications i.e. 29/04/2014.*** The upper age limit, however, may be relaxed up to 5 years for SC/ST and 03 years for OBC as per Government orders in force and for eligible departmental candidates as per the relevant rules & instructions.
- SC/ST/OBC candidates are required to produce attested copy of community certificate in the prescribed format along with the Application Form.
- Relaxation in the upper age limit for Physically Handicapped will be 5 years, over and above the relaxation admissible for SC/ST/OBC, as the case may be, on furnishing of the Disability certificate (suffering from not less than 40 percent of relevant disability) issued by the competent authority.
- Candidates belonging to Other Backward Classes (OBC) must submit a photocopy of the latest

certificate in the Central Govt. prescribed form issued by the specified competent authority (SDO/District Magistrate/ Dy. Commissioner) along with the Application Form. The certificate issued by Gazetted Officers should be countersigned by the District Magistrate or Dy. Commissioner. OBC candidates will be considered as per Govt. of India rules.

- Relaxation in age limit for Ex-Servicemen and certain other categories will be as per Government of India Rules.
3. Only outstation SC/ST candidates called for interview will be paid to and fro single second class rail fare from the actual place of undertaking the journey or from the normal place of their residence whichever is nearer to the place of interview on production of Rail Tickets/Rail Ticket Numbers or any other proof of journey.
 4. Canvassing in any form or bringing of any influence, political or otherwise, will be treated as a disqualification.
 5. The decision of the EIC in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of examination/interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or his/her agency.

HOW TO APPLY

The Candidates fulfilling the above eligibility criteria should apply **ONLINE** and take a printout of the system generated application form and send it after affixing their signature along with a Demand Draft / Pay Order for Rs.500/- towards application fee (for each post separately) drawn in favour of '**Export Inspection Council of India**' payable at Delhi and self-attested copy of educational qualification, experience, Caste certificate, PWD certificate, etc., to the Director, Export Inspection Council of India, 3rd Floor, NDYMCA Cultural Centre Building, 1 Jai Singh Road, New Delhi-110 001 **on or before 29th April, 2014.**

- **The print out of the System generated (ONLINE) Applications only will be accepted.**
- **Applications which are not in the prescribed format (ONLINE) and without photo (attested), signature and proof of educational qualification, experience, etc., shall be rejected without any further correspondence in this regard.**
- **Candidates belonging to SC/ST/PH/Women/Ex-servicemen/EIC/EIA Departmental candidates are exempted from payment of application fee.**
- Candidates applying for more than one Post should apply separately quoting the post applied for along with an application fee of Rs.500/- (wherever applicable).
- Candidates who are in service in Government/Public Sector Undertaking/Autonomous Bodies etc. should send their applications THROUGH PROPER CHANNEL or should enclose a 'No Objection Certificate' of their employer with the application. Administrative & Vigilance clearance in respect of the employee should also be recorded in the forwarding letter.
- Candidates should specifically note that the applications received after the closing date for any reason whatsoever (such as envelopes wrongly addressed, delivered elsewhere, postal delay etc.) will not be entertained. Any enclosure received separately subsequent to the receipt of the application cannot be connected therewith. No representation in this regard will be entertained.