



Export Inspection Council of India
(Department of Commerce, Ministry of Commerce & Industry, Government of India)
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Advertisement Number 2015/03

Export Inspection Council of India, the official export inspection and certification body established under Export (Quality Control & Inspection) Act 1963 by the Government of India, invites applications for the following posts, for appointment in Export Inspection Agencies having their headquarters at Chennai, Delhi, Kochi, Kolkata and Mumbai, depending on the need.

Sr. No.	Vacancy No.	Post Category	No. of vacancies	Pay Band & Grade Pay
1	1415/02	Joint Director (Tech.)	01 [UR: 1 (post is suitable for PWD i.e. OH with one leg or one hand affected, HH)]	Pay Band - III ; Rs.15600-39100 + GP Rs.7600/-
2	1112/06 (B/L)	Assistant Director (NT)	01 UR: 1 (*)	Pay Band-III; Rs.15600-39100 + GP Rs.5400/-

Note: (*) Post is suitable for Pwd i.e. OH with one leg or one hand affected, HH, VH.

Please refer to our website www.elcindia.gov.in for eligibility criteria, application form and other details. 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. EIC reserves the right to fix the criteria for short listing the candidates to be called for interview. It will not be obligatory on the part of EIC to call all eligible candidates for interview. Applicants should note that canvassing of candidature in any form shall be treated as disqualified. Interested candidates fulfilling the eligibility criteria should apply ONLINE and take a printout of the system generated application form and send it after affixing signature along with details of online remittance of Rs.500/- made towards application fee (SC/ST/PH & female candidates are exempted from payment of fee), Self-attested copy of educational qualification, experience, Caste, Pwd certificate,..etc., to the address given above clearly indicating the post applied for on the envelope. Last date for filling up of ONLINE Application is 25/11/2015 and for sending the print out of the Application along with all the requisite documents to the above address is 02/12/2015. Applications received after due date i.e. 02/12/2015 will not be considered.

Filling up of the post of Joint Director (Tech) at EIAs on direct recruitment basis against Advt. No.2016/03 - reg.

Applications are invited for the following vacancies existing in the Export Inspection Agencies having their headquarters at – Chennai, Delhi, Kochi, Kolkata & Mumbai on direct recruitment basis.

Sr. No.	Vacancy No.	Post Category	No. of vacancies	Pay Band & Grade Pay	Age (*)	Educational Qualification and Experience
1	1415/02	Joint Director (Tech.)	01 [UR: 1 {post is suitable for PWD i.e.OH with one leg or one hand affected, HH} (partially deaf)]	Rs.15600-39100 + GP 7600/-	35 to 45 Years	(i) Degree in Science /Engineering Technology from a recognised University or equivalent; (ii) Competency to handle Administrative and Technical problems at a Senior Administrative level in a large organisation set up for the development of Export trade through quality control and other measures; and (iii) Should have adequate knowledge of Government rules and procedures. (iv) Knowledge of modern Management Technique.

Post is suitable for PWD – OH (one leg or one hand affected) and HH (partially deaf).

1. General Conditions:

- The prescribed educational qualifications & experience are minimum & mere possession of the same doesn't 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. Interested candidates fulfilling the eligibility criteria should apply Online.
- 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.

- i. 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.
- j. 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: (*)

- (i) *The date for determining the age limit/experience/qualifications shall be the closing date prescribed to apply for the post through ONLINE i.e. 25/11/2015.* The upper age limit, however, may be relaxed up to 5 years for SC/ST, 03 years for OBC as per Government orders in force and for eligible departmental candidates as per the relevant rules & instructions.
 - (ii) SC/ST/OBC candidates are required to produce attested copy of community certificate in the prescribed format along with the Application Form.
 - (iii) 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.
 - (iv) 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.
 - (v) 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 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.

6. HOW TO APPLY

The Candidates fulfilling the above eligibility criteria should apply ONLINE (www.eicindia.gov.in) on or before **25/11/2015** and take a printout of the system generated application form and send it on or before **02/12/2015** after affixing their signature along with details of ONLINE Remittance of Rs.500/- towards application fee (for each post separately) and may note that no other mode of payment shall be accepted. 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 02/12/2015.

- a) The print out of the System generated (ONLINE) Applications only will be accepted.
- b) Applications which are not in the prescribed format (ONLINE) and without photo (attested), signature, Fee and self-attested copies of educational qualification, experience, ..etc., shall be rejected without any further correspondence in this regard.
- c) Candidates belonging to SC / ST / PH & Women candidates are exempted from payment of application fee.

- d) 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) to be paid online mode only.
- e) Candidates who are in service in Government / Public Sector Undertaking / Autonomous Bodies / Departmental Candidates etc., should send their applications THROUGH PROPER CHANNEL or should enclose a 'No Objection Certificate' of their employer along with the application. Administrative & Vigilance clearance in respect of the employee should also be recorded in the forwarding letter.
- f) Departmental candidates who are interested in applying for the post should satisfy themselves before they apply as regard to meeting the requisite eligibility criteria and send their application through proper channel along with Administrative & Vigilance clearance, requisite fee, necessary documents ..etc.,
- g) Candidates should specifically note that the print out of the applications received after the closing date i.e. 02/12/2015 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.

Filling up of the post of Assistant Director (NT) at EIAs on direct recruitment basis against Advt. No.2015/03 - reg.

Applications are invited for the following vacancies existing in the Export Inspection Agencies having their headquarters at – Chennai, Delhi, Kochi, Kolkata & Mumbai on direct recruitment basis.

Sr. No.	Vacancy No.	Post Category	No. of vacancies	Pay Band & Grade Pay	Age (*)	Educational Qualification and Experience
1	1112/06 (B/L)	Assistant Director (NT)	01 [UR: 1 {post is suitable for PWD i.e.OH with one leg or one hand affected, VH, HH, (partial vision/deaf)}]	Rs.15600-39100 + GP 5400/-	25 to 35 Years	(i) Degree or equivalent with 05 years' experience in Administration/Finance/Publicity/Public Relations etc., in the respective field. (ii) Preference will be given to Post Graduates and having supervisory experience of 5 years at the level of Section Officer in Govt. Sector and conversant with Government Rules and Procedures.

Post is suitable for PWD – OH (one leg or one hand affected) and VH / HH (partial Vision/deaf).

1. General Conditions:

- The prescribed educational qualifications & experience are minimum & mere possession of the same doesn't 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. Interested candidates fulfilling the eligibility criteria should apply Online.
- 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 to apply for the post through ONLINE i.e. 25/11/2015.** The upper age limit, however, may be relaxed up to 5 years for SC/ST, 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.

- (iv) 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.
 - (v) 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 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.

6. HOW TO APPLY

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- a) **The print out of the System generated (ONLINE) Applications only will be accepted.**
- b) **Applications which are not in the prescribed format (ONLINE) and without photo (attested), signature, Fee and self-attested copies of educational qualification, experience, ..etc., shall be rejected without any further correspondence in this regard.**
- c) **Candidates belonging to SC / ST / PH & Women candidates are exempted from payment of application fee.**
- d) **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) to be paid online mode only.**
- e) **Candidates who are in service in Government / Public Sector Undertaking / Autonomous Bodies / Departmental Candidates etc., should send their applications THROUGH PROPER CHANNEL or should enclose a 'No Objection Certificate' of their employer along with the application. Administrative & Vigilance clearance in respect of the employee should also be recorded in the forwarding letter.**
- f) **Departmental candidates who are interested in applying for the post should satisfy themselves before they apply as regard to meeting the requisite eligibility criteria and send their application through proper channel along with Administrative & Vigilance clearance, requisite fee, necessary documents ..etc.,**
- g) **Candidates should specifically note that the print out of the applications received after the closing date i.e. 02/12/2015 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.**