

Export Inspection Council of India
 (Department of Commerce, Ministry of Commerce & Industry, Government of India)
 3rd floor, New Delhi YMCA Cultural Centre Building,
 1 Jai Singh Road, New Delhi-110001
 Tel: 011 - 23748189/ 23365540 / 23341263; Fax: 011 - 23748024

1. Terms of Reference for hiring of consultants for Physical Verification of Consignments located in or around Bangalore, Chennai, Delhi and Mumbai for determination of their origin.

(i)	Scope of work	:	Physical verification of consignments for determination of origin of the product as per rules prescribed under various preferential schemes.
(ii)	Essential Requirements	:	a. Bachelors Degree with Physics, Chemistry or Mathematics as one of the subjects. b. At least 2-year's of working experience in evaluation of manufacturing process / content of raw materials used in manufacturing the product under investigation. c. Located / residing at Bangalore or Chennai or Delhi or Mumbai.
(iii)	Desirable	:	a. Knowledge of rules of origin prescribed under various preferential schemes. b. Strong communication skills, both oral and written. c. Working knowledge of computer / word processing / e - mail.
(iv)	Age Limit	:	35 to 70 years
(v)	Fee payable to consultant	:	Rs. 1,000/- per verification assigned plus actual cost of local travel, as admissible to the Assistant Directors of EIAs.
(vi)	Duration	:	Candidates selected will be utilized, on need basis, for initial period of 2 months. This term may be extended depending on the performance of the consultant / need of the EIAs.
(vii)	Method of evaluation of performance of the consultant	:	By a panel of officers comprising (a) a nominee of Director (I&Q/C), EIC, (b) In – charge of the EIA concerned and (c) Deputy Director (Tech) responsible for operation of COO scheme in the Agency.

Interested candidates may send their CV in the prescribed format so as to reach the Director (I&Q/C), Export Inspection Council by 16.00 hrs on 2nd May 2011 at the address mentioned above.

2. Terms of Reference for hiring of consultants for Monitoring of approved F&FP establishments located in and around Chennai, Kochi, Mumbai and Veraval

(ii)	Scope of work	:	Monitoring of approved Fish & Fisheries Product processing establishments to verify continued compliance of the (a) conditions for approval prescribe by EIC and (b) own checks planned by the establishment.
(iii)	Essential Requirements	:	a. Degree in technology or Post Graduate in Science. b. At least 3-year's of working experience in monitoring /

			auditing of Food Safety / Quality Management System of an F&FP establishment. c. Located / residing at Chennai or Kochi or Mumbai or Veraval.
(iv)	Desirable	:	a. Exposure to HACCP, ISO: 22000 or ISO: 9000. b. Strong communication skills, both oral and written. c. Working knowledge of computer / word processing / e - mail.
(v)	Age Limit	:	35 to 70 years
(vi)	Fee payable to consultant	:	Rs. 1,500/- per monitoring assigned plus actual cost of local travel, as admissible to the Assistant Directors of EIAs.
(vii)	Duration	:	Candidates selected will be utilized, on need basis, for initial period of 2 months. This term may be extended depending on the performance of the consultant / need of the EIAs.
(viii)	Method of evaluation of performance of the consultant	:	By a panel of officers comprising (a) a nominee of Director (I&Q/C), EIC, (b) In – charge of the EIA concerned and (c) Deputy Director (Tech) responsible for operation of F&FP scheme in the Agency.

Interested candidates may send their CV in the prescribed format so as to reach the Director (I&Q/C), Export Inspection Council by 16.00 hrs on 2nd May 2011 at the address mentioned above.

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CV FORMAT FOR CONSULTANTS

Space for
 passport size
 photograph duly
 self attested

1. Job Description:
2. Location:
3. Name of applicant:
(IN BLOCK LETTERS)
4. Date of Birth:
5. Father's name:
6. Nationality:
7. Current
 - a. Address for communication:
 - b. Telephone number with STD code:
 - c. Mobile Number:
 - d. E-mail address:
8. Permanent address:
9. Educational qualifications from 12th onwards (where only grade is mentioned, specify %age):

Examination Passed	School / College	Board / University	Month / Year entering	Month / Year leaving	Marks obtained

10. Experience in detail:

Period		Post held	Employer	Nature of work	Gross Emoluments
From	To				

11. Whether under any contractual obligation to serve the Central / State Government / Public Undertaking / Autonomous Bodies / Private Sector? If so, full details to be furnished.
12. Any other relevant information such as Trainings undergone etc.

Declaration:

I declare that the above information is correct and complete to the best of my knowledge and nothing has been concealed / distorted. If at any time I am found to have concealed / distorted any material information, my appointment shall be liable for termination without notice or compensation.

Signature _____

Date _____
 Place _____

IMPORTANT

- i) Eligible retired employees of EIC / EIAs can also apply.
- ii) Photocopies of relevant documents in support of age, qualifications and experience should be enclosed with the application.
- iii) Right for selecting the candidate for the job is reserved with the Competent Authority. No correspondence in this regard would be entertained.
- iv) Incomplete applications and applications received after the last date shall not be entertained.