

SPICES BOARD
(Ministry of Commerce & Industry, Govt. of India)
“Sugandha Bhavan” N.H.By Pass, Palarivattom P.O, Cochin – 682025, Kerala, India
(Phone: 91-484-2333610 – 616)
www.indianspices.com

Notification No.27/2023

SELECTION OF PUBLICITY TRAINEES IN
SPICES BOARD, KOCHI, KERALA

No. of Trainees required	Two (02) Nos. for engaging at HO, Kochi A panel will be prepared for future vacancies.
Educational Qualification	Post Graduate Degree with first class or 60% marks in Communicative English/English Literature/Journalism & Public Relations/ Master of Business Administration with specialisation in Marketing /International Business with good command over English.
Eligibility	1.Upper age limit should not exceed 25 years as on the last date of receiving applications. 2. Those who are trained/ undergoing training in any of the department of the Spices Board are not eligible.
Tenure	Two years.
Stipend	₹ 21,000 per month.
Method of selection	Written test
Leave Eligibility	One day per month.
Date, time and place of written test	10.30 am, Thursday, 18th January 2024. Spices Board, Sugandha Bhavan, N H By Pass, Palarivattom.P.O., Kochi – 682 025.

Instructions to candidates :

- A.** Eligible candidates may send their details as in Annexure-I along with scanned copies of resume, recent passport size photo, certificates (Proof for age, education, etc. and experience if any) email to publicitytrainee@gmail.com in advance, **on or before 10/01/2024**
- B.** The email should bear the subject titled as "*Application for Publicity Trainee.*"
- C.** Applications, which are not received in the prescribed format i.e. as per Annexure-I of the notification along with the supporting documents will not be considered.
- D.** Candidates may send the application as a single PDF attachment in the following order (a) Annexure-I (b) Educational qualifications(in chronological order) (c) ID proof (d) Experience certificate, if any.

- E. If large number of applications are received, same will be shortlisted as per the criteria as decided by Spices Board.
- F. Spices Board reserves the right to modify/alter/restrict/enlarge/cancel the selection process, without assigning any reason. The decision of the Board will be final and no appeal will be entertained in this matter.
- G. Candidates are advised to check Notifications/opportunities in Board's website www.indianspices.com for updates and not to rely on information from 3rd party websites.

Dated: 02nd January 2024

Director(Admin.) I/C

Kochi-25

Details to be sent via email

Annexure-I

The details may be sent by email with subject as “Application for Publicity Trainee”

Affix
Recent
passport size
Colour
photograph

1.	Name(in Block letters):				
2.	Father/Guardian Name				
3.	Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Transgender <input type="checkbox"/>	
4.	Date of Birth				
5.	Marital status				
6.	Religion				
7.	Category (SC/ST)				
8.	Nationality				
9.	ID proof				
10.	Phone no. Alternative No.				
11.	Email id				
12.	Address for communication				
13.	Permanent Address				
14.	Educational Qualification (copies may be enclosed as attachment):				
	Exam	Subject	University/ Institute	Year of passing	Percentage/ GPA
15.	Details of experience, if any (copies may be enclosed as attachment)				
16.	Any other relevant information				

Declaration

I hereby declare that the information furnished above are true, complete and correct to the best of my knowledge and belief. I am in possession of the documents in proof of the claim made in this application.

Date:

(Signature)

Place:

(Name)