



TEA BOARD OF INDIA

Ministry of Commerce & Industry, Govt. of India, 14, B. T. M. Sarani, Kolkata 700 001

website www.teaboard.gov.in

Applications are invited for the post of **Development Officer** for the Small Tea Growers Directorate in the pay scale of ` 9300-34800/- with Grade pay `4200/- plus other allowances as applicable to Group B officers of the Board for posting at various field offices of the Tea Board located in the following States:

Zone	Location of the offices of the Board	Number of Vacancies*
1. North Eastern Zone	Assam and Tripura	18
2. South Zone	Kerala and Tamil Nadu	15
3. Rest of India	West Bengal, Himachal Pradesh,	08

* Reservation for SC 06; ST 03; OBC 10

The Educational qualifications for the posts: The applicant must be a graduate in Agriculture/Botany from a recognized University.

Desirable qualification and Experience: Preference will be given to candidates having Post Graduate Degree/Diploma in Agriculture/Botany/ Tea Technology.

Two years working experience in the capacity of Assistant Manager or equivalent in a Tea Estate/ Assistant Advisory officer in a Tea Research Organisation will be considered as additional qualification.

Age Limit: 32 years as on 30.04.2012 Relaxable for reserved categories as per relevant Govt. orders.

Period of Probation: Two Years

The applicants fulfilling the above eligibility conditions are to submit application as per the prescribed format given below along with the copies of following documents are to be sent by Registered Post/Speed Post to the **Secretary, Tea Board, 14 BTM Sarani, Kolkata 700 001 :**

1. Copies of educational qualification, **experience and date of birth**
2. Two recent passport size photos – one to be signed and pasted on the top right hand corner of the application. The second to be enclosed separately in a small envelope;
3. One self addressed envelope of size 23 x 10 cm affixed with postal stamp of value ` 5/-
4. One Indian Postal Order or Bank draft for ` 100/- drawn in favour of Tea Board, payable at Kolkata towards application fee. SC/ST/PH/Ex-SVM candidates are exempted from payment of application fee.

Relevant certificates must be attached.

Last date for receiving application is 11.05.2012.

Post applied for must be written on the envelope clearly. Applications received after due date (for whatsoever reason) shall not be entertained.

Method of Selection :

The applications will be shortlisted by taking into consideration the qualification and experience etc. Such shortlisted candidates are to sit for written test to be held in the month of May/June, 2012.

The candidates successfully **clearing** the written test will have to appear for personal interview on the dates which will be communicated by email to the e-mail id provided by them in the application form.

CONDITIONS :

- (a) The candidates applying should ensure that they fulfill all eligibility criteria. Their admission to all the stages of selection process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement.
- (b) Pre-requisites are minimums and mere possession of the same does not entitle the candidate to be called for the selection process.
- (c) If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if engaged, shall be liable for dismissal without any notice or assigning any reasons whatsoever.
- (d) The decision of the Tea Board in all matters relating to selection shall be final and no individual correspondence will be entertained.
- (e) The Tea Board reserves the right to cancel the Advertisement fully or partly on any grounds and such decision of the Tea Board will not be notified or intimated to the candidates.
- (f) Employees working in Government/Semi-Government Undertaking will have to send their application through "Proper Channel". However they may send an advance copy so as to reach Tea Board before the due date. In the event to clearing the written test, they have to produce No Objection Certificate from their organizations/employers at the time of interview.
- (g) The application must be submitted in the Proforma given in this website in the same order preferably typewritten on foolscap paper.
- (h) Date of birth as per Secondary School Certificate (SSC) and age as on **30.4.2012** should be mentioned.
- (i) A candidate should submit only one application. Submission of more than one application may lead to rejection of all the applications submitted. Mere submission of the application does not confer any right on the applicant to be called for written examination or personal interview.
- (j) Incomplete/unsigned applications/photographs received and those received after the last date for submission of application will be summarily rejected without any communication to the candidate.
- (k) No TA/DA will be paid to any candidate for appearing in the examination.
- (l) Candidates canvassing in any form will be disqualified.

APPLICATION FORM for the post of Development officer

The Secretary Tea Board 14 BTM Sarani, Kolkata 700001	Affix recent passport size photo duly signed
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1. Name in Full (in block letters): _____

2. Name of Father/Husband : _____

3. Date of Birth :	Date	Month	Year

4. Age as on 30.04.2012	Years	Months	Days

5. Sex(Tick ✓ appropriate box) Male Female

6. Mailing Address for communication with Pin code:

 _____ PIN _____

Phone/ Mobile No. _____ E-mail ID _____

7. Whether belong to (Tick ✓ appropriate box):

GEN	SC	ST	OBC	PH with % of disability (physically challenged)	Ex-Servicemen (Army / Navy/ Air Force)

7.a. If Ex-Serviceman provide length of service

Years.....Months.....Days...

8. Qualification:

Examination Passed	Year of Passing	Board/University	% of marks obtained

9. Experience:

SI.No	Name of Employer	Designation	Length of service	Reasons for leaving

10. Do You possess the relevant experience for the post:

(Write Yes or No)

11. Choice of Centre for written examination	Kolkata	Guwahati	Coimbatore

Please tick (✓) any one only

12. Preferred Place of Posting	Assam	Kerala	Himachal Pradesh	Tamil Nadu	Tripura	West Bengal
(Tick ✓ appropriate box)						

13. Details of application fee paid

IPO/DD No. & Date	Drawn on	Amount (₹)

Declaration:

I do hereby declare that the above particulars are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect or incomplete or my ineligibility having been detected at any time before or after selection and posting, my candidature is liable to be rejected/dismissed forthwith. I shall be bound by the decision of the competent authority of Tea Board.

FULL SIGNATURE OF THE CANDIDATE :

Dated: _____ Place: _____
