



Bio-Resources Development Centre

(A Government of Meghalaya R & D Institution under Science & Technology, Planning Department)

5^{1/2} Mile, Upper Shillong, Shillong – 793009, Meghalaya.



0364-2561530 |



www.megbrdc.nic.in |



brdcshillong@gmail.com / brdc-shillong@gov.in

E-File No. P1-PLN/BRDC/0255/2023/NF/1

Dated: Shillong, the 5th July, 2024

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The Bio- Resources Development Centre (BRDC), Shillong, invites application for the following post on contractual basis:

Sl. No	Posts	No. post(s)
1.	Field inspector for the PGS-India Certification System	2 Nos.

For details visit “www.megbrdc.nic.in”

Sd/-

(*Gunanka D. B.*), IFS
Joint Secretary to the Govt. of Meghalaya,
Planning Department &
Member Secretary,
Bio-Resources Development Centre,
Shillong

MEMO E-File No. P-1 PLN/BRDC/0255/2023/NF/1-A

Dated: Shillong, the 5th July, 2024

Copy to :

1. The P.A. to Chief Secretary to the Govt. of Meghalaya & Chairman, BRDC for his kind information.
2. The P.A. to Commissioner & Secretary to the Govt. of Meghalaya, Planning Department & Vice-Chairman, BRDC for his kind information.
3. Under Secretary, Planning Department, Govt. of Meghalaya for kind information.
4. Director, Information and Public Relations, Govt. of Meghalaya with a request to kindly publish the same in **3(three) local daily Newspapers.**
5. Project Manager, Meghalaya State Data Centre, Shillong with a request to upload the Eligibility Criteria, Terms of Employment and Format of Application in the website: **www.megbrdc.nic.in.**
6. Asst. Research Officer, Science & Technology Cell, Planning Department, Govt. of Meghalaya for kind information.

By orders etc..

Dr. (Mrs) Junie P. Lyngdoh,
Senior Scientist,
Bio-Resources Development Centre,
Shillong.



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E-File No. P1-PLN/BRDC/0255/2023/NF/2

Dated: Shillong, the 5th July, 2024

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The Bio- Resources Development Centre (BRDC), Shillong, an autonomous R&D Institution of the Government of Meghalaya for promotion of meaningful conservation & Sustainable utilization of Bio- resources of the State and also the State's Organic Certifying Agency, invites application in the prescribed format from eligible candidates who are citizens of India (as defined in Articles 5-8 of the Constitution) for consideration of appointment to the following post on contractual basis for a period of 1 (one) year which may be extended for another year based on performance review:

Eligibility Criteria

Name of the Post	Field inspector for the PGS-India Certification System
No. of Post:	2 Nos.
Pay:	Negotiable
Educational Qualification:	Graduate/Postgraduate Degree in Food Technology, B. Tech Food Technology or related field (e.g., Food Science, Nutrition).
Experience:	<ul style="list-style-type: none">- 1-2 years' experience in food safety& processing and handling.- Preferably candidates who have certificate on Food Safety& Processing (FSSAI) and work experience in the relevant field etc. <i>(Experience will not be counted if copy of certificate is not enclosed)</i>
Job requirement:	<ul style="list-style-type: none">• Conduct organic certification assessments and inspection for certification process under the category "Processing and Handling" as per the PGS-India standards guidelines.• To draw sample for testing for the category processing and handling.• Any other work with the PGS-India certification process as assigned by the Head of the Regional Council.

Terms of reference:

1. The candidate will be engaged against different assignment of the Agency and duties will be assigned, including field duties, accordingly.
2. The selected candidate is liable to be posted anywhere depending on the requirement of agency.

General Instructions:

1. Reservation of post: As per State Government policy.
2. Interested and eligible candidates may submit duly filled in applications in the prescribed format (**hard copy only**) with credentials to the office of the undersigned on or before **16th August, 2024.** For other details kindly contact email: brdcshillong@gmail.com. Employed candidates should submit their application through their **employer/proper channel.**
3. The candidate should not be less than 18years and more than 32 years of age as on 1.01.2024. Upper age limit is relaxable by 5 (five) years for scheduled caste, scheduled tribe, OBC and PWD candidates. There is no age limit for those who are already in Government service or statutory bodies, etc, However, they may submit NOC from their employer.
4. The applications will be screened by the competent authority by adopting appropriate criteria and only shortlisted candidates will be called for test/ interview.
5. Applicants appearing with incomplete documents will not be entertained for the test/interview.
6. The competent authority reserves the right to postpone/cancel the recruitment exercise at any stage.
7. The BRDC reserves the right to relax any criteria or qualification depending on the situation, requirement, deserving candidates and candidates having such relevant experience.
8. The decision of the management of BRDC will be final and binding on all and reserves all rights.
9. The engagement is purely contractual which may be extended on the basis of assessment of the candidate's performance subject to discretion of the Competent Authority.
10. Canvassing in any form OR on behalf of a candidate will be a disqualification.
11. The selected candidates shall have no claim for appointment on regular basis by virtue of their being engaged on contractual basis.
12. Any new announcement in this regard will be uploaded in www.megbrdc.nic.in.
13. No TA/DA will be admissible for attending test/interview.
14. Place of Posting: Meghalaya.

Reservation Policy: As per the State Government.

Sd/-
(*Gunanka D. B.*), IFS
Joint Secretary to the Govt. of Meghalaya,
Planning Department &
Member Secretary,
Bio-Resources Development Centre,
Shillong

Application Format for the Post of _____

1. Name:

2. Father's Name:

3. Date of Birth with age as on 1.1.2024:

4. Marital Status:

5. Contact details (complete address, phone/mobile no. and e-mail ID):

6. Educational Qualifications (Higher Secondary onwards):

**PASSPORT
SIZE
PHOTO**

Examination/ Degree	Board/University	Year of passing	Subjects	Marks obtained (%)/CGPA	Distinction

7. Any additional Qualification:

8. Experience (no. of years/months):

(i) Food Safety & Processing and work experience in the relevant field

(Experience will not be counted if copy of certificate is not enclosed)

10. Awards/Fellowship/Distinctions:

11. Any other information:

Two References (complete contact details):

Date:

Signature of Candidate

DECLARATION

I Dr. / Shri /Smt. _____ Son/daughter of _____

resident of _____ do hereby certify that all information provided by me in this application are true to the best of my belief and knowledge.

Date:

Signature of the Candidate