



कयर बोर्ड  
**COIR BOARD**  
(सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार  
Ministry of MSME, Govt. of India)

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File No: A-32013/1/2021-ADM(PERSONNEL)

Date: 15/03/2024

**Notification for the post of Regional Officer (redesignated as Zonal Director Grade-I) on Direct Recruitment Basis**

Applications are invited for filling up of 2 Nos. of Regional Officer (Zonal Director Grade-I) posts on Direct Recruitment basis in Coir Board, Coir House, M.G.Road, Kochi.

The eligibility conditions are as detailed below:

1	Name of the Post	Regional Officer (Zonal Director Grade-I)
2	Number of Posts	2 Nos.
3	Mode of Selection	Interview
4	Period of probation	two years
5	Category	Unreserved
6	Scale of Pay	Pay Level 11 (Rs.67700-Rs.208700)(7 <sup>th</sup> CPC) (PB3 Rs.15600 – Rs. 39100 + Rs. 6600) (GP) (Pre-revised Scale)
7	Age limit	<b>Not exceeding forty years.</b> Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates in India (other than those in the Union Territories of Andaman & Nicobar Islands and Lakshadweep)  (In case of OBC and SC/ST candidates age limit is relaxable upto 3 years and 5 years respectively)
8	Educational and other Qualifications	First or Second Class Master's Degree with three years' experience in Planning and Development. Note 1: Qualifications are relaxable at the discretion of the appointing authority in case of candidates otherwise well qualified. Note 2: The qualification(s) regarding experience is/ are relaxable at the discretion of the appointing authority in the case of candidates belonging to the Scheduled Castes and Scheduled Tribes if at any stage of Selection the appointing authority is of the opinion that sufficient number of candidates from

		these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them.
9	Nature of Duties	Supervise Scheme implementation and oversee Industrial development initiatives and Marketing activities of the Board.

### **General Instructions**

1. The eligibility of candidate shall be determined as on the last date of submission of application form.
2. The Coir Board reserves the right to withdraw any advertised post(s) at any time without giving any reason. Any consequential vacancies arising at the time of interview may also be filled up from the available candidates.
3. In case of any inadvertent mistake in the process of selection which may be detected at any stage even after the issue of appointment letter, the Coir Board reserves the right to modify/withdraw/ cancel any communication made to the candidate.
4. The prescribed qualifications are minimum and mere possession and fulfillment of the essential qualifications for the post does not entitle the candidate to be called for interview or appointment, as may be decided by the Coir Board.
5. Interested candidates may apply on plain paper super scribing "**Application for the post of Regional Officer**" giving full Bio-data together with copies of testimonials duly self attested in proof of age, caste, qualifications, experience, etc. should reach the **Secretary, Coir Board, Coir House, P.B.No.1752, MG Road, Kochi, Kerala, Pin-682016** on or before the closing date,i.e., 15.04.2024. Applications through e- mails etc. will not be entertained.
6. The application fee for the post will be Rs.500/-. No fee is payable by SC, ST, PH, Ex-Servicemen and Female candidates. The fee is to be remitted to the Boards Account. The Account detail is "**The Secretary, Coir Board, A/c No.57009832813, IFSC Code – SBIN0070261**".
7. The decision of the Competent Authority of Coir Board to short list the candidates from amongst the total number of applications received will be binding on all. Applications without required enclosures and not in prescribed formats will not be considered.
8. The candidates short-listed for interview will be informed by website notification / e-mail.
9. Original certificates should be produced only at the time of interview.
10. The Coir Board shall verify the antecedents and documents submitted by the candidate at the time of appointment or during the tenure of his/ her service. In case, it is found that the documents/ information submitted by the candidate are fake or the candidate has a clandestine antecedents / background and has suppressed any information then his/her services shall be terminated.
11. In case of in service applicants, Forwarding Authority may ensure that the applications are accompanied by APARs for last five years and Vigilance Clearance Certificate attested by the Head of the Department.
12. The candidates are advised to satisfy themselves before applying that they possess

minimum essential qualifications laid down in the advertisement and should verify the information submitted in the application form. Request for any subsequent change will not be entertained.

13. The candidates appointed will be covered under the New Pension Scheme as made applicable to autonomous bodies. However, incumbents already covered under CCS (Pension) Rules will be allowed to continue in the same scheme on receipt of pro-rata retirement benefits from previous employer.
14. No TA/DA will be paid for attending the interview.
15. The decision of the Coir Board in respect of selection shall be final and no correspondence in this regard will be entertained. Canvassing in any type from any source will disqualify the candidature of the applicant.
16. In case of any dispute / ambiguity that may occur in the process of selection, the decision of the Chairman, Coir Board shall be final.
17. The Board reserves the right to cancel the Recruitment process at any time.
18. Any further corrigendum / addendum, if required, in this regard will be published only in the official website of the Coir Board i.e [www.coirboard.gov.in](http://www.coirboard.gov.in) .

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