Coconut Development Board

(Ministry of Agriculture & Farmers Welfare, Govt. of India)
Kera Bhavan, SRV Road, Kochi-682 011.

Recruitment Notice

Online applications are invited from eligible and interested candidates for filling up the following posts in Coconut Development Board under direct recruitment:

Sl. No.	Name, Group & Pay Level of the Post	No. of vacancies	Educational and other qualifications required for direct recruits
1.	Deputy Director (Development) [Group 'A', Level 11 (Rs.67,700-2,08,700)]	4 [UR-2, OBC-1 (backlog vacancy) & SC-1]	(i) Master degree in Horticulture or Agriculture or Plant Sciences from a recognised University or institute; and (ii) Five years experience in Level 10 (Rs.56,100-Rs.1,77,500) in the pay matrix under the Central Government or equivalent with reference to agriculture development of plantation tree crops or horticulture crops; or seven years experience in Level 7 (Rs.44,900-1,42,400) in the pay matrix under the Central Government or equivalent with reference to agriculture development of plantation tree crops or horticulture crops.
2.	Assistant Director (Development) [Group 'A', Level 10 (Rs.56,100-1,77,500)]	1 (OBC-1)	(i) Master degree in Horticulture or Agriculture or Plant Science from a recognised University or institute; (ii) Three years experience in Level 7 (Rs.44,900-1,42,400) in the pay matrix under the Central Government or equivalent, preferably in plantation tree crops or horticulture crops; or five years experience in Level 6 (Rs.35,400-1,12,400) in the pay matrix under the Central Government or equivalent, preferably in plantation tree crops or horticulture crops.
3.	Administrative Officer [Group 'B', Level 7 (Rs.44,900-1,42,400)]	1 (UR-1)	**Essential:** Master degree from a recognised University or institute with five years experience in administration and establishment matters in Level 6 (Rs.35,400-1,12,400) in the pay matrix in a Government office or autonomous body or statutory body or public sector undertaking. **Desirable:** Master degree in Business Administration with specialization in Human Resource Management or Postgraduate diploma in Human Resource Management or Personnel Management from a recognised University or institute.
4.	Accounts Officer [Group 'B', Level 7 (Rs.44,900-1,42,400)]	1 (UR-1)	Associate of the Institute of Chartered Accountants of India; or Associate of the Institute of Cost and Management Accountants of India; or Master degree in Commerce from a recognised University or institute with pass in the Intermediate Examination of the Institute of Chartered Accountants of India or pass in the Intermediate Examination of the Institute of Cost Accountants of India and possessing five years experience in accounting work in a Government office or public sector undertaking or autonomous body or statutory body or recognised organization.
5.	Development Officer [Group 'B', Level 7 (Rs.44,900-1,42,400)]	2 (UR-1 & OBC-1)	(i) Bachelor degree in Agriculture or Horticulture from a recognised University or institute; and (ii) Two years experience in the field of Agriculture or Horticulture Development activities in a recognised institute.
6.	Development Officer (Technology) [Group 'B', Level 7 (Rs.44,900-1,42,400)]	2 (UR-2)	B.Tech. in Food Processing or Food Technology or equivalent or Master degree in Food and Nutrition or equivalent from a recognised University or Institute and two years experience in food processing in a recognised institute.
7.	Assistant [Group 'B', Level 6 (Rs.35,400-1,12,400)]	1 (ST-1)	Bachelor degree in Arts or Science or Commerce from a recognised University or institute with a minimum of three years' experience in a Government office or autonomous body or statutory body or public sector undertaking.
8.	Auditor [Group 'B', Level 6 (Rs.35,400-1,12,400)]	1 (UR-1)	(i) Master degree in Commerce from a recognised University or institute or pass in the Intermediate Examination of the Institute of Chartered Accountants of India or pass in the Intermediate Examination of the Institute of Cost Accountants of India; and (ii) Five years experience in audit work in a government office or public sector undertaking or autonomous body.
9.	Junior Translation Officer [Group 'B', Level 6 (Rs.35,400-1,12,400)]	1 (UR-1)	**Essential:** (i) Master degree in Hindi from a recognised University or institute with English as a compulsory or elective subject or as the medium of examination at the degree level; and (ii) Postgraduate diploma in Translation from Hindi to English and vice-versa from a recognised University or institute and two years experience of translation work from Hindi to English and vice-versa in Central or State Government offices, including Government of India undertaking. **Desirable:** Bachelor degree in Natural Science from a recognised University or institute. **Note:** Upper Division Clerk in Level 4 (Rs.25,500-81,100) in the pay matrix with ten years regular service in the grade and possessing the essential qualifications for direct recruits can also be considered for appointment to the post of Junior Translation Officer under direct recruitment.
10.	Stenographer Grade II [Group 'B', Level 6 (Rs.35,400-1,12,400)]	2 (UR-1 & OBC-1) [One vacancy is reserved for PwBD belonging to Locomotor Disability.]	**Essential:** (i) Graduation with a speed of 120 words per minute in shorthand and 45 words per minute in typewriting.
11.	Field Officer [Group 'C', Level 4 (Rs.25,500-81,100)]	5 (UR-3 & OBC - 2)	Intermediate or 12th Standard pass with Science and Diploma or Certificate course in Agriculture or Horticulture or equivalent qualification from a recognised Board or institute.
12.	Data Entry Operator [Group 'C', Level 4 (Rs.25,500-81,100)]	1 (UR-1)	**Essential:** (a) Bachelor degree from a recognised University or institute; and (b) Speed test of fifteen thousand key depressions per hour on computer. **Desirable:** Diploma in Computer Application from a recognised University or institute.
13.	Lower Division Clerk [Group 'C', Level 2 (Rs.19,900-63,200)]	13 (UR-8, OBC-3 & SC-2) [Out of 13, two vacancies are reserved for Ex-servicemen.]	**Essential:** (i) Pass in Higher Secondary from a recognised Board or institute; and (ii) A typing speed of thirty-five words per minute in English or thirty words per minute in Hindi on computer. [Thirty-five words per minute and thirty words per minute correspond to ten thousand five hundred Key Depressions Per Hour and nine thousand Key Depressions Per Hour on an average of five key depressions for each word.] **Desirable:** Bachelor degree from a recognised University or institute.

* **The vacancies include anticipated vacancies which are subject to further changes.** The additional vacancies which may arise during the validity period of the panel may also be filled from this panel, subject to availability of suitable candidates.

Age Limit for the above posts:

Sl. No. 1	Not exceeding forty years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for the serving regular employees of Coconut Development Board.)
Sl. No. 2	Not exceeding thirty-five years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for the serving regular employees of Coconut Development Board.)
Sl. Nos. 3-9	Not exceeding thirty years (Relaxable for Government servants up to five years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for the serving regular employees of Coconut Development Board.)
Sl. No. 10	Not exceeding 30 years (Relaxable for Government servants and employees of the Board.)
Sl. Nos. 11-13	Not exceeding twenty-seven years (Relaxable for Government servants up to forty years in accordance with the instructions or orders issued by the Central Government. The upper age-limit is not applicable for the serving regular employees of Coconut Development Board.)

Note: The crucial date for determining the age-limit shall be the closing date for receipt of applications from candidates in India and not the closing date prescribed for those in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Lahaul and Spiti district and Pangi Sub Division of Chamba district of Himachal

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Pradesh, Union Territories of Andaman and Nicobar Islands, Ladakh, Jammu and Kashmir and Lakshadweep.

The upper age limit is also relaxable for SC/ST and OBC candidates up to 5 years and 3 years respectively in respect of the vacancies reserved for them. Further, age relaxation of 10 years shall be admissible to the Persons with Benchmark Disabilities (PwBD) for the posts identified suitable for them. Ex-servicemen can avail age relaxation, as per Govt. of India orders.

Application fee : Rs.300/- (Rupees Three hundred only) through SBI Collect. Fee by any other means will not be entertained. No fee for SC/ST/PwBD/Ex-servicemen/ women candidates of any community.

Eligible and interested candidates may apply online on the 'Vacancy Page' of the website of Coconut Development Board **(https://coconutboard.gov.in/Vacancy.aspx) within 30 days from the date of appearance of this advertisement in the Employment News.** The upper age limit is calculated as on the last date for receipt of online application. Incomplete or applications received after the due date shall be summarily rejected and no correspondence with such candidates will be entertained. Candidates are advised to give specific, correct and full information in the application. Further, the candidates are requested to check the Board's website regularly for getting the latest updates regarding the recruitment.

Candidates working in Central/State Governments, Research Institutions, Public Sector Undertakings, Autonomous Bodies etc. shall produce 'No Objection Certificate' from their present employer at the time of written test/ interview. Service under the Coconut Development Board is liable to be transferred to anywhere in India, as per the requirements of the Board. Candidature of the applicant is liable to be rejected at any stage of recruitment process or after selection or joining, if any information furnished by the applicant is found to be false or is not found in conformity with the eligibility criteria mentioned in the advertisement. The Chief Executive Officer, Coconut Development Board, Kochi reserves the right to reject any or all the applications without assigning any reason(s).

Place : Kochi-11
Date : 06.11.2026

(Pramod P. Kurian)
Secretary
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