

FOOD SAFETY AND STANDARDS
AUTHORITY OF INDIA

Inspiring Trust, Assuring Safe & Nutritious Food
Ministry of Health and Family Welfare, Government of India

Dated, the 14th June, 2021

NOTICE

Subject: Document Verification for the Posts of Assistant Manager (IT) (Advt. No. DR-02/2019).

Food Safety & Standards Authority of India (FSSAI) issued Wait List for 01 post of Assistant Manager (IT) advertised against DR-02/2019 (available on the website of FSSAI).

2. Now, it has been decided to invite candidate to produce all necessary documents for verification. Candidates are required to send self-attested copies of all the requisite documents in chronological order as enunciated below:

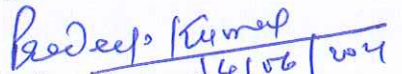
S. No.	LIST OF DOCUMENTS
1.	10 th Certificate
2.	10 th Marks Sheet
3.	12 th Certificate
4.	12 th Marks Sheet
5.	Graduation Certificate
6.	Graduation Marks Sheet
7.	Post-Graduation Degree/ Diploma Certificate
8.	Post-Graduation Degree/ Diploma Marks Sheet
9.	SC/ST/OBC(NCL)/EWS Certificate wherever applicable
10.	PwBD Certificate (Form-IV to VI wherever applicable and as prescribed in
11.	Certificate regarding Physical Limitation in an examinee to write (Form-XII as prescribed in recruitment advertisement, if applicable)
12.	Certificate/ Undertaking applicable to Ex-Service man(Form-VIII to XI wherever applicable and as prescribed in recruitment advertisement)
13.	No Objection Certificate from present employer, if employed. If not submitted at this stage the candidate shall have to submit NOC at the time of joining.
14.	Any other Certificate required for basic eligibility for any particular post.

3. The candidates in Wail List are directed to scan and attach all the documents given above as single PDF document upto the maximum size of 20 MB. The candidates shall invariably mention the subject of the email as: -

“Document for (Post Name) i.r.o (Candidate’s Name) & (Registration Number)”

4. Further, the candidates found eligible on verification of all necessary documents will only be issued Offer of Appointment.

5. **The documents are to be sent to us on email id – assistantdirector-hr@fssai.gov.in. The last date to send the scanned documents is 25.06.2021.** Documents received on any other email ID will not be entertained. The candidates are advised to regularly check their registered e-mail id for updates.


(Pradeep Kumar Jain)
Assistant Director(Rectt.)

Copy to:

IT Division: for uploading this on FSSAI Website.