

**F. No. A 12037/01/2012-Admn-FSSAI**  
**Food Safety and Standards Authority of India**  
*Ministry of Health and Family Welfare*

*FDA Bhavan, Kotla Road,*  
*New Delhi – 110002*  
*Dated the 10<sup>th</sup> July, 2012*

**CIRCULAR**

**Subject : Filling up of posts of Technical/ Scientific services of Food Safety and Standards Authority of India on deputation / short term contract -reg.**

The Food Safety and Standards Authority of India (FSSAI) is an autonomous statutory Authority set up under the Food Safety and Standards Act, 2006 for laying down science based standards for articles of food and to regulate their manufacture, storage, distribution, sale and import to ensure availability of safe and wholesome food for human consumption. The areas of operation of the Authority include, food safety surveillance, licensing of food industry, risk management, scientific studies and research on food safety, working with state governments and other stakeholders to promote food safety, harmonization of food safety standards with other countries etc. FSSAI offers a science driven learning and competitive work environment which encourage and promotes excellence. Food Authority is looking for competent, dedicated and dynamic persons for the technical/scientific positions in FSSAI.

2. It is proposed to fill up scientific/technical service posts in FSSAI Head Quarters / Regional Offices etc. on transfer on deputation on Foreign Service terms including short terms contract as per details contained in **Annexure-1** of this circular. The persons selected against the posts of Directors/Joint Director (Zones) Deputy Director/ Assistant Director (Zones) are likely to be deployed at existing zonal offices at Mumbai/Chennai/Kolkata/Guwahati/Lucknow/Chandigarh and new offices in Hyderabad/Ahmedabad/Bangalore/Bhopal/Patna/Bhubaneswar for enforcement/licensing related work and at various ports of entries at Cochin/Tuticorin/Kandla/Pipavav/Kakinada/Vizag etc. for imported food clearance related work. Officers fulfilling the eligibility criteria & experience as in Annexure – I may apply in the prescribed Performa **Annexure-II**. The applicants can indicate their preference of zones.
3. The terms of deputation including pay of the officials selected on deputation will be governed by provisions laid down in the Department of Personnel and Training's No.6/8/2009-Estt.(Pay II) dated 17<sup>th</sup> June, 2010.
4. The period of deputation, including the period of deputation in another ex-cadre post hold immediately before proceeding to this appointment in the same or some other organization/Department shall be government exceed five years. The maximum age limit for appointment on deputation shall be 56 years as on the last day of receipt the applications.
5. Only such applications as are accompanied by the requisite personal data in **Annexure – II** along with necessary certificates/documents forwarded through proper channel will be considered.
6. It is requested to give wide publicity to the vacancy circular amongst the officers under your administrative control. The applications in the prescribed Performa (**Annexure II**), along with up to date CR Dossiers of the officers who can be spared in the event of their selection, may be forwarded to this Authority **latest by 24.08.2012**. The Authority reserves the right to increase/decrease the vacancies depending on need/requirement.
7. While forwarding the applications, it may be verified and certified that the particulars furnished by the officer are correct and no disciplinary proceedings are either pending or contemplated against him/her. The integrity of the officer may also please be certified. It may also be confirmed that no major/minor penalty has been imposed on him/her during the last ten years.
8. Application must reach before the last date along with CR dossiers.

Sd/  
**(Asim Choudhary)**  
Director (Administration)  
Ph: 011-23237436

To,

All Secretaries/Chief Secretaries Ministries/Departments/Organizations of Govt. of India/State Govt./UTs/Universities/Autonomous Bodies as per list.

Copy to:

1. Shri B.L. Meena,  
Under Secretary to the Government of India,  
Ministry of Health and Family Welfare,  
Nirman Bhawan,  
New Delhi – 110001.
2. Soft Copy to: healthcdn1@gmail.com

**ANNEXTURE – I**

**Posts proposed to be filled up on Deputation in Food Safety and Standards Authority of India**

S.No	Post/Pay Scale	No. of Posts	Eligibility/experience
<b>Technical Services</b>			
1	<b>Director (Zones)</b> <b>Pay Band + Grade</b> <b>Pay:</b> PB-4, Rs 37400-67000 +8700	02	Officers from Central /State Governments/ Autonomous Bodies / Research Institutions / Universities / PSUs: (a) holding analogous posts on regular basis in the cadre; or (b) with five years regular service in the next lower grade of PB – 3 with Grade Pay Rs.7600 or equivalent in State Cadre.  Officers having prior work experience in food sector, specially relating to implementation and enforcement of food related Acts/Orders will be given preference.
2	<b>Joint Director (Zones)</b> <b>Pay Band + Grade</b> <b>Pay:</b> PB-3, Rs 15600-39100+7600	02	Officers from Central /State Governments/ Autonomous Bodies / Research Institutions / Universities / PSUs: (i) holding analogous posts on regular basis in the cadre; (ii) with five years regular service in Pay Band 3 (Rs . 15 6 0 0 - 3 9 1 0 0 ) with Grade Pay Rs.6600 or equivalent in State Cadre; and (iii) possessing the following educational qualification and experience:- (a) Masters Degree or equivalent from a recognized university or institution in field of Chemistry/Bio Chemistry/Food Technology/Edible Oil Technology/Microbiology/Dairy Technology/Agriculture Sciences/Veterinary Science/Bio-Technology/Nutrition/Toxicology/Nano Technology or any other related disciplines with twelve years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which six years should be in the managerial capacity; or (b) Doctorate Degree in any of the aforesaid subjects with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of

			food science/standards/safety out of which five years should be in the managerial capacity.
3	<p><b>Deputy Directors (Zones)</b>  <b>Pay Band + Grade</b>  <b>Pay:</b> PB-3, Rs 15600-39100+6600</p> <p>(Persons with experience/specialization in Agriculture Sciences (Preferably Post Harvest Technology), Veterinary Sciences, Oil Technology, Dairy Technology, Food Technology, Food Technology will be given preference)</p>	11	<p>Officers from Central /State Governments/ Autonomous Bodies / Research Institutions / Universities / PSUs:</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with five years regular service in Pay Band 3 (Rs. 15600 - 39100) with Grade Pay Rs.5400 or equivalent in State Cadre.</p> <p>(iii) possessing the following educational qualification and experience:-</p> <p>(a) Masters Degree or equivalent from a recognized university or institution in field of Chemistry/Bio Chemistry/Food Technology/Edible Oil Technology/Microbiology/Dairy Technology/Agriculture Sciences/Veterinary Science/Bio-Technology/Nutrition/Toxicology/Nano Technology or any other related disciplines with six years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards safety out of which 3 years should be in the managerial capacity; or</p> <p>(b) Doctorate Degree in any of the aforesaid subjects with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which two years should be in the managerial capacity.</p>
4	<p><b>Assistant Directors (Zones)</b>  <b>Pay Band + Grade</b>  <b>Pay:</b> PB-3, Rs 15600-39100+5400</p> <p>(Persons with experience/specialization in Agriculture Sciences (Preferably Post Harvest Technology), Veterinary Sciences, Oil Technology, Dairy Technology, Food Technology will be given preference)</p>	05	<p>Officers from Central /State Governments/ Autonomous Bodies / Research Institutions / Universities / PSUs:</p> <p>(i) holding analogous or equivalent posts on regular basis in the cadre; or</p> <p>(ii) with 5 years regular service in Pay Band 2 (Rs. 9300 - 34800) with Grade Pay Rs.4600 or equivalent in State Cadre.</p> <p>(iii) possessing the following educational qualification and experience:-</p> <p>(a) Masters Degree or equivalent from a recognized university or institution in field of Chemistry/Bio Chemistry/Food Technology/Edible Oil Technology/Microbiology/Dairy Technology/Agriculture Sciences/Veterinary Science/Bio-Technology/Nutrition/Toxicology/Nano Technology or any other related disciplines with two years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards safety.</p> <p><b>Desirable qualification:-</b></p>

		Doctorate Degree in any of the aforesaid subjects.	
Scientific Cadre			
5	<p><b>Scientific Group IV (2)</b>  <b>Pay Band + Grade</b>  <b>Pay:</b> PB-3, Rs 15600-39100+6600</p> <p>(Persons with experience in Microbiology, Toxicology, Chemistry/ Bio-Chemistry, Bio-Technology, Food Technology, Nano Technology each will be given preference)</p> <p><b>*@ Head Office at Delhi</b></p>	06	<p>Officers from Central / State Governments/ Autonomous Bodies/Research Institutions /Universities / PSUs:</p> <p>(i) holding analogous or equivalent posts on regular basis; or</p> <p>(ii) with five years regular service in Pay Band 3 (Rs. 15600 - 39100) with Grade Pay Rs.5400 or equivalent in State Cadre.</p> <p>(iii) possessing the following educational qualification and experience:-</p> <p>(a) Masters Degree or equivalent from a recognized university or institution in field of Chemistry/Bio Chemistry/Food Technology/Edible Oil Technology/Microbiology/Dairy Technology/Agriculture Sciences/Veterinary Science/Bio-Technology/Nutrition/Toxicology/Nano Technology or any other related disciplines with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which 2 years should be as group leader or in a supervisory capacity and should have handled food science related programmes involving planning, development and coordination; or</p> <p>(b) Doctorate Degree in any of the aforesaid subjects with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which two years should be as group leader or in supervisory capacity and should have handled food science related programmes involving planning, development and coordination.</p>
6	<p><b>Scientific Group IV (1)</b>  <b>Pay Band + Grade</b>  <b>Pay:</b> PB-3, Rs 15600-39100+5400</p> <p>(Persons with experience/Microbiology, Toxicology, Chemistry/ Bio-Chemistry, Bio-Technology, Food Technology, Nano Technology each will be given preference)</p>	06	<p>Officers from Central / State Governments/ Autonomous Bodies/Research Institutions /Universities / PSUs:</p> <p>(i) holding analogous or equivalent posts on regular basis ; or</p> <p>(ii) with three years regular service in Pay Band 3 (Rs. 15600 - 39100) with Grade Pay Rs.4600 or equivalent in State Cadre.</p> <p>(iii) possessing the following educational qualification and experience:-</p> <p>(a) Masters Degree or equivalent from a recognized university or institution in field of Chemistry/Bio Chemistry/Food Technology/Edible Oil Technology/Microbiology/Dairy Technology/Agriculture Sciences/Veterinary Science/Bio-Technology/Nutrition/Toxicology/Nano Technology or any other related disciplines with four years' experience of working in research and</p>

	<p><b>*@ Head Office at Delhi</b></p>		<p>development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which 2 years should be as group leader or in a supervisory capacity and should have handled food science related programmes involving planning, development and coordination; or</p> <p>(b) Doctorate Degree in any of the aforesaid subjects with four years' experience of working in research and development in Laboratory/Research Institutions/Scientific Organizations in the field of food science/standards/safety out of which two years should be as group leader or in supervisory capacity and should have handled food science related programmes involving planning, development and coordination.</p> <p><b>Desirable qualification: -</b> Doctorate Degree in any of the aforesaid subjects</p>
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## Curriculum Vitae Pro-forma

1. Name and address (in Block Letters): .....
2. Date of Birth (as per matriculation certificate).....
3. Date of retirement under Central/State Govt. rules: .....
4. Educational Qualifications.....
5. Whether eligibility conditions are fulfilled.....
6. Details of employment, in chronological order. Enclose a separate sheet duly Authenticated by your signatures, if the space below is insufficient.....

Recent Passport size photo duly signed by the candidate

Office /Institution	Post held	From	To	Pay Scale	Nature of Duties in details

7. Nature of present employment i.e. permanent/temporary/ad hoc:
8. In case the present employment is on deputation/contract basis, please state.....
  - a) The date of initial appointment:
  - b) Period of appointment on deputation/contract:
  - c) Name of the parent office/organization to which you belong:
9. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column.):
  - a) Central Government
  - b) State Government
  - c) Autonomous organization
  - d) Government Undertaking
  - e) Universities
  - f) Others
10. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade:.....
11. Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the re-revised scale of pay.....

12. Total emoluments per month now drawn:.....

13. Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to).....

(i) Additional academic qualifications :

(ii) Work experience over and above prescribed in the Vacancy Circular/Advertisement:

14. Please state whether you are applying for deputation/absorption/reemployment Basis (Officers under Central/State Government are only eligible for "Absorption". Candidates of non-Governmental Organizations are eligible Only for Short Term Contract):

15. Whether belongs to SC/ST/OBC: .....

16. Remarks (The candidates may indicate information with regard to:

(i) Research/publications and reports and special projects

(ii) Awards Scholarship/Official Appreciation

(iii) Awards Scholarship/Official Appreciation

(iv) affiliation with the professional bodies/institutions/societies and any other information:

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date:

Signature of the candidate  
Official Address:

**Countersigned**  
(Employer with seal)



**CERTIFICATE**

1. Certified that the particulars furnished by Shri/Smt/Kum\_\_\_\_\_ have been verified from his/her service record and found correct.
  
2. No vigilance case is either pending or contemplated against Shri/Smt/Kum.....  
His/her integrity is certified.
  
3. No major/minor penalty was imposed on Shri/Smt./Kum .....during the last 10 years as per records in the Ministry/Department.

**Signature of Head of Office /Depart**