



## DIRECTORATE OF INDUSTRIES AND COMMERCE

GOVERNMENT OF KERALA

No. DIC/CMD/003/2023

14/11/2023

### **NOTIFICATION**

The Directorate of Industries and Commerce (DIC), invites applications from qualified and competent candidates for appointment to the post of **Resource Persons at MSME Facilitation Centres of Taluk Industries Office / District Industries Centre at Idukki District on contract basis**. Interested candidates may apply via **ONLINE** mode only by filling the prescribed application form given in the website of Centre for Management Development (CMD), Thiruvananthapuram ([www.cmd.kerala.gov.in](http://www.cmd.kerala.gov.in)). The details are given below. The online application submission link will open on **14/11/2023 (09:00 A.M.)**. The last date for submitting online application is **18/11/2022 (05:00 P.M.)**.

***Note: Candidates will have to upload their updated Curriculum Vitae (CV), passport size photograph (taken within six months), signature and copies of certificates proving qualification and experience while submitting the application. The photograph and signature must be in JPEG format. The size of the photograph must be less than 200kB and the size of the signature should be less than 50 kB. The CV and the copies of certificates shall be either in JPEG format or in PDF format and each attachment shall not exceed 3MB in size.***

## DETAILS OF POST

The details regarding the qualification and experience required, number of vacancies, age limit and remuneration are given in the table below.

Sl. No.	Post	Qualification & Experience	Age Limit (as on 01-11-2023)	Consolidated Salary per month
1	<b>Post: Resource Persons</b> <i>Contract Period: up to 31/03/2024</i> <i>Vacancy: 01 (May Vary)</i> <i>Job Location: At MSME Facilitation Centres of District Industries Centre / Taluk Industries Offices in IDUKKI District.</i> <i>(Currently at Devikulam (Adimali) Taluk)</i>	<b>Qualification:</b> • <b>B. Tech/MBA/MCA</b> <i>Additional qualification in computer Application is desirable.</i> <b>Experience:</b> • <i>2 years of Experience in Computer Application is Desirable.</i>	<b>18 to 35 years</b>	<b>Rs. 22,000/-</b>

**Note:** 1. *Candidates who have completed the courses under regular scheme need only apply.*  
2. *Priority will be given to applicants in the native/neighboring taluk.*

### General Instructions

1. Candidates having required qualification need only register.
2. The selected candidates will have to work under the supervision of the Asst District Industries Officer of the Directorate of Industries and Commerce, under the general guidance of the General Manager, District Industries Centre, Idukki.
3. The performance of the selected candidates will be evaluated monthly based on metrics decided by the Directorate of Industries and Commerce. The Directorate of Industries and Commerce is vested with the authority to cancel the contract of Resource Person who does not meet the performance benchmarks set by the Directorate of Industries and Commerce.
4. **Candidates should register through online mode only. Applications will not be received at any office under the Directorate of Industries and Commerce. Applications sent by post or email to any office under the Directorate of Industries and Commerce will not be considered for the recruitment process.**
5. Selection Process will be done through walk-in-interview and the Directorate of Industries and Commerce has the right to decide whether a written test/assessment is needed or not, based on the number of applications received in the district against the vacancy in the district.
6. The selected Resource Persons will have to sign an agreement with the Director of Industries and Commerce.
7. The Director of Directorate of Industries and Commerce reserves the right to cancel the notification at any stage.

8. Please note that no change of application data will be permitted at any stage after completion of registration process of the online application. Merely applying for the post and being shortlisted in the subsequent processes does not imply that a candidate will necessarily be offered employment. No request for considering the candidature under any category/post other than the one in which applied will be entertained.
9. Educational qualifications should be from a University/ Institution recognized by Govt. of India/approved by Govt. Regulatory Bodies.
10. The candidate must possess valid Degree/PG Certificate/Provisional Certificate of the necessary qualification at the time of submission of application.
11. Have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. All official communication will be sent to the registered e-mail id of the candidate.
12. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after the submission.
13. The Name of the candidate should be spelt correctly in the application as it appears in the Certificates/Mark sheets/Identity proof. Any change/alteration found may disqualify the candidature.
14. Please note that all the particulars mentioned in the online application including Name of the Candidate, Category, Date of Birth, Address, Mobile Number, Email ID, qualification, experience etc. will be considered as final and no change/modifications will be allowed after submission of the online application form. Candidates are hence advised to fill in the online application form with utmost care as no correspondence regarding change of details will be entertained. CMD will not be responsible for any consequences arising out of furnishing of incorrect and/or incomplete details in the application or omission to provide the required details in the application form.
15. Any information submitted by an applicant in his/ her application shall be binding on the candidate personally and he/she shall be liable for prosecution/ civil consequences in case the information/ details furnished by him/her are found to be false at a later stage.
16. Decision of the concerned authority in all matters relating to recruitment will be final and binding on the candidates. No correspondence or personal enquiries shall be entertained in this regard.
17. Instances of providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process in the future. If such instances go undetected during the selection process but are detected subsequently, such disqualification will take place with retrospective affect.
18. While applying online for the post, the applicant should ensure that he/she fulfils the eligibility and other norms mentioned above as on the specified dates and that the particulars furnished by him/her are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material facts, his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
19. DIC/CMD reserves the right to call for any additional documentary evidence from candidates in support of educational qualifications/experiences/other notified eligibility requirements.
20. Intimations will be sent by email and/ or SMS only to the email ID and mobile number registered in the online application form. CMD shall not be responsible if the information/ intimations do not reach candidates in case of change in the mobile number, email address, technical fault or otherwise, beyond the control of CMD and candidates are advised to check their registered e-mail account from time to time during the recruitment process.
21. Canvassing in any form will be a disqualification.

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