



Kerala State Coir Corporation Ltd.
(An ISO 9001-2008 Certified Govt. of Kerala Undertaking)
P.B. No.191, Alappuzha – 688001, Kerala.

Ref.No. KSCC/P&A/R.H.O/2018

14th February, 2018

WANTED

The Kerala State Coir Corporation Ltd, a fully owned Government company having its divisions at Alappuzha, Cherthala, Beypore and Adoor, invites applications for the following posts on for its Head Office.

Sl. No.	Name of Post	Number of vacancy	Nature of Appointment	Place of Appointment
1	Company Secretary	1	Contract Basis	Head Office
2	Factory Manager	1	Contract Basis	Head Office/ Other Units
3	Skilled Worker (Design)	1	Regular	Head Office

1. COMPANY SECRETARY - Contract Appointment- 1 vacancy

Education Qualification: ACA with ACS / AICWA with ACS

Candidates with good administrative, legal background and communication skills preferred.

Experience: Minimum 20 years post qualification experience in Company matters, secretarial functions, Accounts Finalization, Taxation and Corporate Affairs.

Retired Govt./PSU employees may also apply

Age: Below 65 years as on 01.01.2018

Salary: Based on Qualification and Experience.

2. FACTORY MANAGER– Contract Appointment - 1 Vacancy

Education Qualification: B.Tech Mechanical/ Electrical/Electronics

Candidates with good communication skills and Computer Knowledge preferred.

Experience : Minimum 3 years post qualification factory experience, preferably in Coir industry.

Age : Below 40 years as on 01.01.2018

Salary : Rs.25,000/- Consolidated per month.

3. SKILLED WORKER (Design) – Regular- 1 Vacancy

Education Qualification: 10th Standard Pass, Computer knowledge in Photoshop, Coral drawing and AutoCAD desirable.

Experience: Minimum 10 Years Designing experience in Coir Industry.

Age: Below 40 years as on 01.01.2018

Salary: As applicable for skilled workers of Coir Industry.

For further details, please visit www.coircraft.com, and for online submission of application, please visit www.cmdkerala.net

NOTE: Fixed term contract will be initially for a period of one year this may be extended further after discretion of the Management. On successful completion of probation and depending up on the overall performance, services of the candidate may be confirmed, solely depending on the decision of the Management.

Contract appointment will be for a period of one year, which may be extended as per the management decision.

General Conditions & Instructions to Applicants:

- Applications will be accepted through **online** only. No other means / mode of applications shall be accepted.
- Normal reservation norms in Kerala PSUs will apply.
- Age relaxation for SC/ST/OBC/Physically challenged/Ex-Servicemen candidates is applicable as per usual Government rules.
- Relaxation in age and experience will be considered for exceptionally competent candidates.
- Work Experience until **01/01/2018** will only be considered.
- Screening of applications will be done with reference to the qualification, age, experience etc.
- Mode of selection will be based on the written test/interview depending on the number of eligible applicants.
- Applications fulfilling the eligibility criteria as per notification will be called for written test/ interview, as the case may be.
- Shortlisted candidates will have to submit the original of their credentials at the time of Interview.
- The Management reserves the right to call only a limited number of candidates for written test/ interview based on the qualification and experience.
- The application must be submitted online on or before 5.00 pm (IST) on 07.03.2018. Applications received before 5.00 pm (IST) on 07.03.2018 only will be considered for screening.
- All communications, including admit card for the written test, if applicable and interview call letter will be only through E-mail. Candidates are advised to browse the website www.cmdkerala.net regularly for updates/notices and announcements.
- The Management reserves the right to cancel this advertisement either partially / wholly at any time, at its discretion without assigning any reason and without any further notice.
- Canvassing in any form will be disqualification.
- Last date for receipt of online application is **07.03.2018. (5.00 P.M.)**

Sd/-

Managing Director