Walk-In interview for IT positions (Onsite Manager)

**Details**
Registration time will be from 10:30AM to 11:30AM. All the candidates are required to bring one passport size photograph along with two copies of Resumes. All educational and experience certificates will be required for first level scrutiny.

### Walk-In interview for IT positions (Onsite Manager) on 21st December 2016

<table>
<thead>
<tr>
<th>Location</th>
<th>Office Address</th>
<th>Registration Time</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chennai</strong></td>
<td>Food Safety and Standards Authority of India, Ministry of Health and Family Welfare 02nd Floor, Central Documentation Complex (South Wing), Chennai Port Trust, Rajaji Salai, Chennai-600001 Tele Phone- 044-25223212, 25223213 Email- <a href="mailto:aochennai@fssai.gov.in">aochennai@fssai.gov.in</a>, <a href="mailto:dochennai@fssai.gov.in">dochennai@fssai.gov.in</a></td>
<td>10:30AM to 11:30</td>
</tr>
<tr>
<td><strong>Kolkata</strong></td>
<td>Food Safety and Standards Authority of India, Ministry of Health and Family Welfare Benfish Tower, 6th floor, 31 G N Block, Sector-V, Salt Lake, Kolkata- 700091 Telefax- 033-23573043 Email- <a href="mailto:aokolkata@fssai.gov.in">aokolkata@fssai.gov.in</a></td>
<td>10:30AM to 11:30</td>
</tr>
<tr>
<td><strong>Mumbai</strong></td>
<td>Food Safety and Standards Authority of India, Ministry of Health and Family Welfare 902, Hallmark business plaza, opp Gurunanak hospital, Bandra (E), Mumbai -400051 Telefax: 022-26420961, 22617672,27470708 Email- <a href="mailto:aomumbai@fssai.gov.in">aomumbai@fssai.gov.in</a></td>
<td>10:30AM to 11:30</td>
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### Walk-In interview for IT positions (Onsite Manager) on 23rd December 2016

<table>
<thead>
<tr>
<th>Location</th>
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<th>Registration Time</th>
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<tbody>
<tr>
<td><strong>Cochin</strong></td>
<td>Food Safety and Standards Authority of India, Ministry of Health and Family Welfare First Floor, Marine Building, Malabar Road, North End, Willingdon Island, Cochin-682009 Kerala Telefax- 0484-2666256 Email- <a href="mailto:aocochin@fssai.gov.in">aocochin@fssai.gov.in</a></td>
<td>10:30AM to 11:30</td>
</tr>
<tr>
<td><strong>Guwahati</strong></td>
<td>Food Safety and Standards Authority of India, Ministry of Health and Family Welfare 6th Mile , Milan Path , Juri Pur, Panjabari Road Guwahati-781037 Assam Telefax - : 0361-2332446 Email - : <a href="mailto:doguwahati@fssai.gov.in">doguwahati@fssai.gov.in</a></td>
<td>10:30AM to 11:30</td>
</tr>
<tr>
<td>Position</td>
<td>Consultant - Onsite Manager - Registration and other initiatives / Imports</td>
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### Job Profile

#### Job Objective

Good hands-on experience on requirement understanding, documentation, analysis, project management, giving industry/system trainings, knowledge on food industry

#### Roles and Responsibilities

- Support on issues raised by Food Business Operators [FBO] related to their licensing
- Support Regional Office of FSSAI on IT matters
- Take up activities as assigned on time –to-time basis
- Assist in resolving queries from walk-in FBOs/Importers
- Conduct training on the Food Licensing & Registration System (FLRS) / Food Import System (FICS) to Technical Officers and other stakeholders
- Capture Changes required in the system related with functionality or defect etc. and track them to closure
- Coordinate with Project manager FLRS / FICS and/or Chief Information & Technology Officer (CITO), FSSAI for day to day support and guidance.
- Monitor and Coordinate with FSSAI HQ on regular basis to resolve/identify issues in FLRS / FICS operations.
- Identifying enhancements/changes in the current system, coordinating and implementing the same. Suggest improvements
- Prepare a Functional requirement document [FRD] for changes to be done in FLRS /FICS.
- Provide support in understanding the regulations related to Food Licensing, quality and prepare advisory notes, analysis, etc.
- Attend Review meetings and workshops on FLRS / FICS.
- Prepare and share weekly reports of work done FSSAI HQ

### Qualifications & Experience

#### Basic Qualifications:

- Bachelor in Engineering/ Technology in any stream (Preferably in IT, CS)/MCA/MBA
- More than 3 years of relevant experience in software Application and IT systems support

#### Professional Skill Requirements:

- Having strong experience in imparting trainings
- Issue resolution and drive initiatives.
- Apply best practices for effective communication and problem-solving
- Good written and verbal communication skills
- Shall be conversant/aware of major technologies
- Experience in managing large Operation of Application