



NATIONAL PRODUCTIVITY COUNCIL

(Under Department of Industrial Policy & Promotion, Ministry of Commerce & Industry, Govt. of India)

Applications Invited for Empanelment of Inspection Officers for Inspections of Warehouses (North & West Zone)

JOB RESPONSIBILITIES

The Inspection officers will conduct inspection of warehouses following the Warehousing (Development and Regulation) Registration of Warehouses Rules, 2017 by visiting warehouses at their location and submit the report online on the WDRA portal within 10 working days of allotment of the warehouse to NPC by WDRA.

ELIGIBILITY CRITERIA

The experts with the following minimum qualification may apply:

- (i) A minimum graduate degree in Science, Engineering & Technology, Agriculture or allied sciences.
- (ii) Have experience of at least five years in one or more of the following fields – storage, assaying, inspection or testing of agricultural commodities, warehousing, logistics, and supply chain management.
- (iii) Have conducted at least five inspections/audits/certifications of warehouses, firms and entities engaged in warehousing, logistics, commodity management, food storage, and processing and food safety.
- (iv) Should be preferably a trained and licensed assayer.
- (v) Should have knowledge of working on computers.

TERMS OF EMPANELMENT: Purely on Contract basis for a period of three years.

SELECTION PROCESS

The selection procedure involves two steps i.e. online interview by NPC and approval of WDRA. Selected candidate will be eligible for Inspection all across the country with a valid ID issued by WDRA.

PAYMENT TERMS:

The payment to the Inspection Officer will be on the basis of per warehouse inspected and on the basis of the capacity of warehouse as per table below. **This will be all inclusive (Travel, Boarding & Loading, local conveyance & Taxes).**

Type of inspection	Fee per inspection for different capacity of warehouses (All inclusive in Rs.)		
	Up to 10,000 Ton	10,000 Ton - 25,000 Ton	Above 25,000 Ton
Physical Inspection	4,500	5,625	6,750
General Inspection	5,400	7,650	11,250

HOW TO APPLY:

1. The Applicants fulfilling eligibility criteria may submit their complete details in prescribed **Application for Empanelment of Inspection Officers-Warehousing** that is available on NPC Website.
2. The filled in hard copy application forms along with self-attested photocopy of the supporting documents may be send to the following address: **Head (Inspection Division) National Productivity Council, Utpadakta Bhawan, 5-6 Institutional Area, Lodhi Road, New Delhi -110003, Phone: 011-24607382**
3. Also the application form may be send by email to inspectiondivision@npcindia.gov.in

APPLICATION FORMAT FOR EMPANELLEMENT OF INSPECTION OFFICERS FOR INSPECTIONS OF WAREHOUSES ON CONTRACTUAL /TEMPORARY BASIS

1. Name (in block letters):
2. Date of Birth:
3. Nationality:
4. Whether belonging to SC/ST/OBC/Ex-Serviceman/General
5. Postal address:
 - a. Telephone No.
 - b. Mobile No. (if any)
 - c. E-mail ID:

Please affix your recently clicked photograph

6. Educational Qualifications:

S.No.	Name of Institute / University	Name of Degree	Year of Passing	Subjects	Percentage of Marks	Specialization

7. Any other Professional qualification:
8. Knowledge of Computer(Provide details):
9. Details of Employment in chronological order (enclose a separate sheet, duly authenticated by your signature, if the space is insufficient)

Organization / Institution	Post Held	Period of Service		Scale of Pay and Basic Pay	Brief Description of Duties & Projects Assignments
		From	To		

10. Zone applied for:
11. Experience in Inspection/Audit of warehouse/ godowns:
(Approximate number of Inspection done may be indicated)
12. If retired employee of Govt./Semi Govt. Organizations:
 - i. Office from which retired
 - ii. Date of joining services
 - iii. Date of retirement
 - iv. Post last held
 - v. Last pay drawn

13. Additional information, if any, which you would like to mention in support of your suitability for the post (this may include other information) with regard to the following:

- (i) Additional academic qualification
- (ii) Professional training on warehousing

14. The candidates may also indicate information with regard to

- (i) Research publications and reports and special projects
- (ii) Awards/Scholarship/Official Appreciation
- (iii) Affiliation with the professional bodies/institutions/societies and
- (iv) Any other information

15. I solemnly declare that the above information is correct and complete to the best of my knowledge and nothing has been wilfully concealed / distorted. If at any time, I am found to have concealed/distorted any material information. I fully understand that my engagement shall be liable to be summarily terminated without any notice or compensation.

Place:

Date:

(Signature of applicant)