



KERALA AGRICULTURAL UNIVERSITY
Department of Agricultural Engineering
College of Agriculture, Vellanikkara, Thrissur-680656.
Phone: 0487-2438331
Email: cohagengg@kau.in

No: PMFME/ABI/17/2025

Dated: 19.09.2025

NOTIFICATION

Applications are invited from eligible candidates for the selection of Training Coordinator (Contract) and Business Executive (Contract) in PMFME Scheme at the Agri Business Incubator, Department of Agricultural Engineering, College of Agriculture, Vellanikkara, Thrissur.

Sl no	Designation	Qualifications	No. of posts
1	Training Coordinator	Professional postgraduate degree in Food Engineering / Food Process Engineering / Agricultural Process Engineering / Food Technology from Tier I or Tier II institutions, with a minimum of 4 years' relevant exposure to coordinating training, the agribusiness ecosystem, teaching, research and industry.	1
2	Business Executive	B.Tech Food Engineering / Food Technology / Agricultural Engineering OR MBA in Agri-Business Management / Marketing / Finance, with 3 years of experience in the agribusiness ecosystem, food industry, or research in food processing and preparation of Detailed Project Reports (DPRs)	1

Applicants should have a minimum of 60% marks in the concerned discipline.

Terms and Conditions

- i. The appointment will be on a contract basis and shall be strictly provisional, only until the completion of the project. The appointment will not confer on him/her any right of permanency or regularization in KAU.
- ii. On closure of the above project or in the extend of abolishing the position held by the candidate concerned in the project, his/her assignment shall stands terminated even before the completion of the tenure of the project.
- iii. Selected candidates will be eligible for casual leave in accordance with the rules governing contract staff at Kerala Agricultural University.
- iv. The candidates will have no claim in the University other than the right to receive the consolidated remuneration attached to the post. The monthly consolidated emolument shall be Rs 75,000 for the Training Coordinator and Rs. 50,000 for the Business Executive.
- v. The candidate should have the prescribed qualification on the date of application.
- vi. Age: The maximum age should not be above 50 years as of 01/09/2025.

- vii. Candidates who are already employed, should submit '**No Objection Certificate**' along with the application. If selected, the candidate is required to join immediately.
- viii. An agreement in the prescribed form will be executed by the candidate on Stamp paper worth Rs 200/- if selected for the appointment.
- ix. The candidate, if selected will discharge all such duties that are attached to the post as per KAU Act/Statutes/Regulation & Rules and any other duties assigned to him/her from time to time by the Head of Institution/Departments.
- x. The University reserves the right to terminate the services of appointees if the performance is found unsatisfactory or any such defects are noticed.
- xi. After the appointment, the candidate can discontinue from the contract with one month prior notice.
- xii. Canvassing in any form will liable to disqualifying the candidature. The selection committee's decision will be final and binding in all respect.

How to apply

- Online applications, prepared in the prescribed format as given in Annexure-1, should be submitted to the undersigned (**Email-ID: cohagengg@kau.in**) on or before **5:00 PM on 26/09/2025**. (Do not send the hard copies).
- No other mode of application will be accepted.
- The application form should be accompanied by scanned copies of all the relevant original certificates and documents (claimed in the application) as single PDF.
- **Incomplete applications, applications without relevant documents and applications received after the prescribed date and time will not be considered.**
- The documents uploaded online in support of the claims have to be submitted in original along with the print out of the application form at the time of interview.
- The subject of the email should be "**Application for appointment to the post of Training Coordinator / Business Executive (contract)**".

Time Schedule

1	Commencement of online application submission	19/09/2025
2	Last date and time of submission of online application	26/09/2025, 5:00 p.m.

Interview

Eligible candidates will be called for an interview after preliminary scrutiny of the applications received. If required, a written test will be conducted to assess the domain knowledge of the candidates. All relevant original certificates and documents (claimed in the application) should be produced at the time of interview.

The candidate should produce a photo ID card for personal verification.

All future communications in connection with this appointment will be through email only. Candidates are advised to check their emails regularly. The center shall not be responsible for non-receipt of emails due to technical failures.

Sd/-

**Principal Investigator and Head
PMFME Scheme, KAU-ABI**

Copy to:

1. Head, Dept. of Agrl. Engg., CoA, Vellanikkara, KAU.
2. Director of Research, KAU
3. Dean, CoA, Vellanikkara, KAU
4. Notice Board

Application for the post of Training Coordinator/Business Executive (Contract)**KERALA AGRICULTURAL UNIVERSITY****Agri Business Incubator, Department of Agricultural Engineering, College of Agriculture,
Vellanikkara, Thrissur**Position Applied For: ☐ Training Coordinator ☐ Business Executive

(✓ the position (s) applied for)

Insert your recent
passport size Image

1. Name of the Candidate :
2. Age & Date of Birth :
3. Gender :
4. Religion & Community :
5. Mobile No. :
6. WhatsApp No. :
7. E-mail :
8. Address :

(a) Permanent	(b) For Communication

9. Educational Qualifications (Attach scanned copies of original certificates):

Qualification	Name of University/Board with particulars	Year of passing	Subject	Marks obtained (%)
UG				
PG				
Additional Qualification(s) (If any)				

10. Experiences (Attach scanned copies of original certificates):

Post held	Name of employer	From (dd/mm/yy)	To (dd/mm/yy)	Duration (Year, Months)	Experience in*

*Mention your experience aligning with the preferred qualifications listed for the applied position (Teaching, Research, Industry, capacity building, product development, technology commercialization, project appraisal, project assessment and evaluation)

(Details should start from the present employment and in chronological order. Candidates who are already employed, should submit a '**No Objection Certificate**' along with the application.)

11. Any other relevant professional attainments/fellowships/awards/achievements (Attach scanned copies of relevant documents):

Sl. No.	Details of the professional attainments/fellowships/awards/achievements	Subject/Area	Year	Organization

12. List of publications (the scanned copy of the first page of each published article, indicating author details should be attached):

Sl. No.	Title of Publication	Year of Publication	Name of Journal/Publisher	Indicate the candidates author position /Corresponding author

13. Have you ever been punished, convicted by a court of law, declared medically unfit, dismissed, or have any pending legal cases? If yes, provide details.

Declaration

I hereby declare that I have carefully gone through the advertisement notifying the vacancy and certify that to the best of my knowledge, the particulars given by me are correct. In case, any information is found to be false at any stage, even after the appointment, my candidature/services may be terminated without notice or any compensation in lieu thereof.

Place:

Date:

Signature of the candidate
(Name of the candidate in capital letter)