

17th September, 2018

CIRCULAR

Subject: Internship starting in the month of October, 2018 under Internship Scheme 2018-19 at Food Safety and Standards Authority of India

Food Safety & Standards Authority of India (FSSAI) is an independent statutory body established under the food Safety & Standards Act, 2006 under the aegis of Ministry of Health & Family Welfare, Government of India. It is the apex body responsible for ensuring food safety and compliance to food standards across the country. FSSAI invites application for the month of October 2018 for the Internship Scheme 2018-19, which will provide Interns with various learning opportunities through a well—designed training calendar.

Eligibility Criteria:

Students pursuing a full time post graduate degree/ diploma or higher degree from a Recognized Institute within India/ abroad, in any of the following:

- A. Life Sciences, Chemical Sciences, Food Technology, Microbiology, Veterinary Sciences, Agricultural Sciences or any other related field
- B. Business Administration & Management including Policy Regulation & related fields
- C. Media & Communications

Note — Students in 3rd / 4th year of their 4-year Bachelor's program in Food Technology or related fields can also apply

Tenure

Internship will be available throughout the year at different Points of time. Internships offered will be for duration of 8 weeks, which may be extended to a maximum period of 6 months for reasons to be recorded in writing.

Place of Internship –

1. FDA Bhawan, Kotla Road New Delhi- 110002. (HQ)
2. FSSAI (NR), First Floor, NBCC Place, Bhisham Pitamah Marg, Pragati Vihar, New Delhi-110003.
3. FSSAI, Hall mark business plaza, Sant Dyaneshwar Marg, Oppst. Gurunanak Hospital road, bandra (East), Mumbai- 400051.
4. FSSAI, Central Documentation Complex, (South Wing), Chennai Port Trust, Rajaji Salai, Chennai 600001.
5. FSSAI, Benfish Tower, 6th floor, 31 G N Block, Sector-V, Salt Lake, Kolkata-700091.

Stipend

Interns would be required to have their own laptops. FSSAI shall provide their working space, internet facility and other necessities but shall not cover local lodging and travel facilities. At the end of the internship, based on the performance of an Intern, a token reward of Rs. 10,000 may be provided on meeting benchmarks of attendance & performance. FSSAI will not bear the expenses of any Boarding & Loading.

Application Process

1. Interested and eligible students can apply online in the specified format as per the timelines provided by FSSAI.
2. The shortlisted candidates may be required to submit a short write up/presentation for final selection.
3. The final list of selected candidates along with their date of joining and Internship tenure would be declared online on FSSAI website.

Description	Timeline
Starting date of receiving application	-18 th September 2018
Last date for submitting online application	- 25 th September 2018
Announcement of Shortlisted candidates	- 03 rd October 2018 (For the candidates who had apply for internship starting from 04 th October 2018)
Date of Joining	- 04 th October 2018

At the time of joining, Intern would be required to carry a letter from their Institute indicating his/her status in the Institution as a student and “No Objection” for allowing him/ her to undergo Internship Program for the period for which he/she is selected, if applicable. A character certificate from the authority of the Institute, along with proof of educational qualifications as mentioned in the application form would also need to be submitted at the time of joining for internship.

Areas/Domains Available for Internship

Any of the area mentioned in application will be deemed indicative of the preference and not a confirmation of protect allocation in the specific department.

HQ New Delhi	<ul style="list-style-type: none"> • Standards • Regulations/Codex • Regulatory Compliance • FSMS • Training • Library • Imports • Quality Assurance • Risk Assessment & R&D • IT • SNF Projects • Finance • Legal • Food Fortification
Regional Offices (NR Delhi, Mumbai, Chennai & Kolkata)	Hands on training in Food Imports Clearance and Licensing and Registration of Food Business Only.

Assignments

Interns would be attached to one of the several Divisions at FSSAI depending on the academic and technical training and assigned project(s) related to different aspects of Food and Nutrition Management Processes. Some features of Program:

- Orientation Program to ease on-boarding
- Structured session for planning project outcomes and action plan with timelines
- Seminars/presentations to provide required exposure
- Allocated "Buddy" to professionally support and enable mentoring Sessions to enhance learning and provide direction
- Smaller Projects to provide cross-divisional exposure
- Regular review and supervision of conduct, adherence to working norms and project progress

They would be Provided a certificate from FSSAI only once the final report/presentation is successfully completed, submitted and reviewed.

(Vinay Kumar Tarun)
Assistant Director (HR)