KERALA CASHEW BOARD LTD.

An Initiative of Government of Kerala

No KCB/CMD/002/2026 July 16, 2026

ADDENDUM TO THE NOTIFICATION

(Notification No. KCB/CMD/001/2026 dated July 08, 2026)

With reference to the Notification No. KCB/CMD/001/2026 dated July 08, 2026, published in the website of Centre for Management Development (www.cmd.kerala.gov.in) for the recruitment for selection to the posts of Manager (Procurement& Marketing) and Business Development Executive (BDE) at Kerala Cashew Board Ltd., the following clause/conditions are hereby amended.

Sl. No.	Amended Clause/Condition	Clause/Condition as per Notification No. KCB/CMD/001/2026	Amendment
1	Last Date for submission of online applications through email	July 17, 2026 (05:00 pm)	July 22, 2026 (05:00 pm)
2	Posts Notified	• Manager (Procurement & Marketing) • Business Development Executive (BDE)	• Manager (Procurement & Marketing) ***The recruitment process for the post of Business Development Executive (BDE) will be held in abeyance until further instructions from Kerala Cashew Board Ltd.***

All other terms and conditions remain unchanged.

Sd/-

Authorized Signatory

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KERALA CASHEW BOARD LTD.

An Initiative of Government of Kerala

Notification No.: KCB/CMD/001/2026 July 08, 2026

NOTIFICATION

The Kerala Cashew Board Limited(KCB) invites applications from qualified and eligible personnel for the posts of Manager (Procurement & Marketing) and Business Development Executive(BDE) on contract basis. Interested applicants may submit their application online through the website of Centre for Management Development (www.cmd.kerala.gov.in). The details of post, vacancy, qualification and experience required is given below:

Sl. No.	Name of Post	Educational Qualification	Experience	Age Limit (as on 01/07/2026)	Consolidated Pay
1.	Manager (Procurement & Marketing) (Mode of Appointment: On Contract Basis) *(No. of Vacancy:01)*	MBA (Marketing)/MBA Agri Business Management or any equivalent Post Graduation Degree from a reputed and recognized University	Minimum 5 years Post qualification experience in procurement. Experience in marketing is desirable. Note: i) Those who have worked in Government Departments/ PSU and in the	Below 40 years	Rs. 45,000/- per month

Sl. No.	Name of Post	Educational Qualification	Experience	Age Limit (as on 01/07/2026)	Consolidated Pay
	Contract Period: 11 Months (likely to be renewed based on performance)		procurement of Agri Commodities will be preferred. ii) Preference will be given to candidates who have hands-on experience in e-tendering. iii) Proficiency in IT skills (MS Office, Social media management and AI Tools), Excellent communication skills in both English and Malayalam language are must for the post.		
2.	Business Development Executive (BDE) (Mode of Appointment: On Contract Basis) *(No of Vacancy: 01)* *Contract Period: 11 Months (likely to be renewed based on performance)*	Graduation in B.com/BBA/BBM from a reputed and recognized University with good IT knowledge	3 to 4 Years of experience in the field of general administration/ Government e-file maintaining system and IT domains (MS Office, Social media management and Al Tools)	Below 30 Years	Rs. 25,000/- No other allowances shall be paid

Mode of Application and Time limit

Interested candidates fulfilling eligibility criteria, may apply via **ONLINE** mode only by filling the prescribed application form given in the **website of Centre for Management Development (CMD), Thiruvananthapuram (www.cmd.kerala.gov.in)**

- The online application submission link will open on **July 08, 2026 (10:00 A.M)**
- The last date for submitting the online application is **July 17, 2026 (5:00 P.M.)**
- No application shall be entertained at the office of KCB/CMD if it is submitted either online or offline (other than through the online portal).
- KCB/CMD reserves the right to fill or not fill the post advertised without assigning any reason.

Selection Methodology

- The applications will be subjected to a scrutiny based on the details provided by the candidate, and a list of candidates eligible for further selection process will be prepared. The selection will be based on Interview of the shortlisted candidates. However, KCB/CMD reserves its right to opt for additional selection process, if required.
- It shall be noted that admittance to various stages of the recruitment will be **provisional** only, and will not confer any claim unless various other conditions of selection are satisfied as the prevailing rules of the organization. Detailed scrutiny of the applications/credentials will be conducted before interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of candidature.
- KCB/CMD reserves the right to shortlist only a limited number of candidates for selection process based on relevancy of experience, quality of academic achievements and overall suitability of the candidates to the position.

Instructions for Scanning of Photograph & Signature: -

- Candidates will have to upload their updated Curriculum Vitae (CV), passport size photograph (taken within six months), signature and copies of certificates proving qualification and experience while submitting the application.
- The photograph and signature must be in JPEG format. The size of the photograph must be less than 200kB and the size of the signature should be less than 50 kB.
- The CV and the copies of certificates shall be either in JPEG format or in PDF format and each attachment shall not exceed 3MB in size.

General Instructions

- Applicant must be citizens of India.
- The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying online.
- The qualification stipulated for the post must be from a recognised University/Institute. Those applicants having qualification equivalent to any of the prescribed qualification should submit equivalency certificate issued by the competent authority and without such certificate, their candidature shall not be considered.
- **Experience acquired after the date of passing of the qualification stipulated shall only be considered.**
- KCB/CMD will not be responsible for any discrepancy in submitting the application. The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form. If the particulars furnished in the Online application form do not tally with the original documents produced by the Candidate his/her candidature will be rejected.
- In the event of any information provided by the candidate being found false or incorrect at any stage, his/her candidature/appointment is liable to be cancelled/terminated without any notice.
- CMD reserves the right to call for any additional documentary evidence from candidates in support of educational qualifications/experience/other notified eligibility requirements.
- Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for selection process through the registered e-mail ID. In case a

candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.

- The copy of the Appointment letters, Salary Certificates, pay slip etc. will not be accepted in lieu of work experience certificate**.** In the case of current experience, applicants may upload an AFFIDAVIT with details of employer, designation, period, nature of job, tasks and responsibilities.
- In case of any problems faced by the candidates in filling up the online application form, they may contact the HELP DESK on the phone number: 0471 2320101 ext: 237,250 between 10 A.M and 5:30 P.M. on working days (Monday – Friday).
- CMD reserves the right to determine the selection process based on specific requirements. The selection process may include application screening, criteria-based screening, a written test, group discussion, skill test/proficiency test, an interview, or any combination of these methods.
- Please note that only shortlisted candidates will receive intimations via email, SMS, or phone call regarding the selection process.
- Deadlines and Updates: Pay attention to the application deadlines and regularly check the portal and your email for any updates or additional instructions from the employer.
- Submission Confirmation: After submitting your application, check for a confirmation message or email from the portal. Save or note down any application reference numbers for future correspondence.
- Enable email notifications to stay informed about updates and communications. Also, regularly check your spam or junk email folder for important messages.
- Applications submitted without complete data will be rejected. In case an applicant uploads wrong documents/information and unnecessary documents, his/her candidature will be rejected.
- Applications with blurred/ illegible Photograph/ Signature will be rejected.
- KCB reserves the right to modify, cancel the notification or revise the number of posts at any time without assigning any reason or to stop the recruitment process altogether.
- Rights for the rules for the cut off marks in all stages of recruitment are reserved by CMD.
- The Competent Authority reserves the right to debar any candidate for any malpractice, including for a fraudulent claim of any kind of benefit/relaxation/concession

Sd/-
Authorized Signatory