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**Food Safety and Standards Authority of India**  
(A Statutory Authority established under the Food Safety and Standards Act, 2006)  
(Quality Assurance Division)  
**FDA Bhawan, Kotla Road, New Delhi - 110002**

Dated, the 27<sup>th</sup> February, 2019

To

Commissioner of Food Safety (All States & UTs)

**Subject: Draft Model Recruitment Rules for the Food Testing Labs - reg.**

Madam/ Sir,

As you are aware that analytical personnel is the heart of every laboratory. So, the laboratory personnel to be appointed should be well qualified in terms of educational qualification(s) and experience in analytical field. A Good Food Laboratory requires different types of analysts with different analytical skills so as to cater the need of food analysis for proximate analysis as well as safety parameters to ensure the availability of safe food.

2. Accordingly, FSSAI has brought out the draft Model recruitment Rules for different posts of food testing laboratory. The number of posts may vary according to the volume of inflow of samples in State Government laboratories.

3. These draft Model Recruitment Rules are hereby attached as general guidance for recruitment rules for State Laboratory personnel. These draft RRs are only suggestive and has no legal sanctity by whatsoever means. In case of any objection/ suggestion, please send your comments to Quality Assurance Division, FSSAI for revision of draft Recruitment Rules; within a month at [labs@fssai.gov.in](mailto:labs@fssai.gov.in); for consideration.

Yours faithfully,

  
(Umesh Kumar Jain)

Joint Director (QA)

Ph: 011-23237419

Email: [labs@fssai.gov.in](mailto:labs@fssai.gov.in)

**Copy to:** State Food Testing Laboratories (All States & UTs)

### Guidance for Recruitment rules for Laboratory personnel

Name of Post	Number of Post (minimum)	Classification of Post	Level in Pay Matrix (as per 7 <sup>th</sup> CPC)	Whether Selection Post Or Non Selection Post	Age Limit for Direct Recruits	Educational and other Qualifications required for Direct Recruits	Whether age and educational qualifications prescribed for Direct Recruits will apply in case of promotees	Period of Probation if any?	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation/transfer and percentage of the vacancies to be filled by various methods	In case of recruitment by promotion / deputation/ transfer, grades from which promotion/ deputation/ transfer to be made	If a departmental Promotion Committee exists, what is its composition	Circumstances in which State Public Service Commission is to be consulted in making recruitment
1	2	3	4	5	6	7	8	9	10	11	12	13
Director	1	General State Service, Group-A,	Pay Level 13 (Rs.1,23,100-2,15,900)	Selection	50 Years	M.Sc. in Chemistry or Biochemistry or Microbiology or Dairy Chemistry or Food Technology, Food Science, Food and Nutrition, Biotechnology/Bioscience or Bachelor of Technology in Food/Dairy/Oil or degree in Veterinary /AgriculturalSciences from a university established in India by law or is an associate of the Institution of Chemists (India) by examination in the section of Food Analysts conducted by the Institution of Chemists (India) or any other equivalent qualification recognized and notified by the Central government for such purposes with fifteen years' experience in the analysis of food in either an ISO 17025 certified Quality Control lab/ inspection/ food testing lab or Research and Development Institution out of which at least five years should be as Group leader or in a supervisory capacity.	No	1 Year	100 % by Direct recruitment	NA	Depends on State Government	NA

						<p>(ii) Qualified Food Analyst under FSS rules</p> <p>OR</p> <p>(i) Ph.D. in any of the aforesaid subjects with twelve years' professional experience in laboratory operations with a minimum of 5 years as team leader in the analysis of food in an ISO 17025 recognised Quality Control Laboratory / inspection/ food testing lab or Research and Development Institution.</p> <p>(ii) Should have peer reviewed published research work in related field.</p> <p>(iii) Qualified Food Analyst under FSS rules</p> <p>Desirable qualification:</p> <p>i. 15 years of hands on expertise in the operations of sophisticated Analytical Instruments like: GC, HPLC, GC-MS, LCMS/MS, ICP-MS/AAS/RT-PCR and their application in Chemical /Physical/ Microbiological analysis of food and food products</p>						
Head/ Technical Lead	5 (1 for each section) 1) Pesticide/ antibiotic residue/ Mycotoxin 2) Heavy metals/ Mineral analysis 3) General Tests/ Food Additives 4) Nutritional evaluation 5) Microbiology	General State Service, Group-A,	Pay Level 12 (Rs.78,800-2,09,200)	Selection	50 Years	<p>(i) M.Sc. in Chemistry or Biochemistry or Microbiology or Dairy Chemistry or Food Technology, Food Science, Food and Nutrition/Biotechnology/Bioscience or Bachelor of Technology in Food/Dairy/Oil or degree in Veterinary/Agricultural Sciences from a university established in India by law or is an associate of the Institution of Chemists (India) by examination in the section of Food Analysts conducted by the Institution of Chemists (India) or any other equivalent qualification recognized and notified by the Central government for such purposes</p> <p>(ii) Twelve years' professional experience in laboratory operations with a minimum of five years as team leader/supervisor in food analysis either in an analytical laboratory or Research and Development Institutions.</p>	No	1 Year	(i) 50% by Promotion (ii) 50% by Direct recruitment	<b>For Promotion :</b> Senior Food Analyst in Level 11 (Rs.67,700-2,08,700) with five years' service in the grade rendered after appointment thereto	Depends on State Government	NA

					<p>(iii) Qualified Food Analyst under FSS rules  (iv) Should be a qualified Internal Auditor as per ISO/IEC17025</p> <p>OR</p> <p>(i) Ph. D Degree in any of the aforesaid subjects with nine years' professional experience in laboratory operations with a minimum of 5 years as team leader/supervisor in the analysis of food in an ISO 17025 recognised Quality Control Laboratory / inspection/ food testing lab or Research and Development Institution.  (ii) Should have peer reviewed published research work in related field.  (iii) Should be FSSA(I), 2006 qualified and certified Food Analyst  (iv) Should be a qualified Internal Auditor as per ISO/IEC17025</p> <p>The ideal candidate would possess in addition to the basic educational qualification and a minimum of 12 years' experience as team leader in an ISO 17025 certified Quality Control lab/ inspection/ food testing lab:</p> <p>i. Demonstrated expertise theoretical and hands on expertise in the operations of sophisticated Analytical Instruments like: GC, HPLC, GC-MS, LCMS/MS, ICP-MS/AAS/RT-PCR and their application in Chemical /Physical/ Microbiological analysis of food and products derived thereof for safety and quality  ii. Expertise in maintaining the Laboratory's Quality System  iii Capability of developing new and innovative analytical methods and their validation as per international norms  iv. Good verbal. written and computer skills,  v. Operations Planning  vi. Strong problem-solving skills  vii. Personnel Management</p>				<p>on a regular basis service in the grade rendered after appointment thereto on a regular basis.</p>		
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Operational Head (Instrumentation)	1	General State Service, Group-A,	Pay Level 12 (Rs.78,800-2,09,200)	Selection	50 Years	<p>(i) B.E./B.Tech in Electrical /Electrical &amp; Electronic /Mechanical / Agricultural Engineering/Post Harvest Technology/Agricultural Process Engineering / Chemical Engineering/ Bio Chemical Engineering from a university established in India by law or any other equivalent qualification recognized and notified by the Central government for such purposes and with Twelve years'intense instrumentation experience in the handling, operation and maintenance of equipment used in a Food /Pharmaceutical Analysis Laboratory</p> <p>OR</p> <p>(i) Ph. D in any of the aforesaid subjects with nine yearsof intense instrumentation experience in handling, operation and maintenance of equipment used in a Food/Biotechnology/Pharmaceutical Analysis Laboratory</p> <p>The ideal candidate would possess in addition to the basic educational qualification and a minimum of 12 years' experience, demonstrated expertise</p> <p>(i) in the operation, maintenance, calibration and trouble-shooting of instrumentation including but not limited to UV-Visible Spectrophotometer, High-Performance Liquid Chromatograph (HPLC/UPHPLC) Gas Chromatograph (GC, GC-M, GC-MS/MS); Liquid Chromatography-Mass Spectrometry (LC-MS/MS); and Inductively Coupled Plasma atomic emission spectroscope (ICP-AES, ICP-MS); refractometer, RT_PCR, Centrifuges, ovens and incubators and associated software programs.</p> <p>(ii) Troubleshoot, repair, modify, overhaul, or refurbish standard and special purpose equipment including safety and systems components</p> <p>(iii) Provide technical expertise in identifying, evaluating and developing systems and</p>	No	1 Year	(i) 100% by Direct recruitment	NA	Depends on State Government	NA
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						<p>procedures that are cost effective and meet user requirements.</p> <p>(iv) Experience in inventory management, equipment validation and maintenance, developing and improving processes.</p> <p>(v) Demonstrated proficiency with computers and Windows software. Proficiency with web technologies and navigating internet/intranet sites.</p> <p>(vi) General knowledge of ISO 17025, GMPs (Good Manufacturing Practices) and GLPs (Good Laboratory Practices)</p>						
Senior Analyst	5 (1 for each section) 1) Pesticide/antibiotic residue/ Mycotoxin 2) Heavy metals/ Mineral analysis 3) General Tests/ Food Additives 4) Nutritional evaluation 5) Microbiology	General State Service, Group-A,	Pay Level 10 (Rs.56,100-1,77,500) The Senior analyst on completion of 3rd Year may be granted non-functional upgradation in pay Level 11 respectively subject to their vigilance clearance	NA	40 years	<p>(i) M.Sc. in Chemistry or Biochemistry or Microbiology or Dairy Chemistry or Agricultural chemistry, Food Chemistry, or Food Technology, Food and Nutrition, Food Science, Bioscience, Biotechnology or B. Tech Food/Dairy/Oil Technology, Biotechnology or degree in Veterinary Sciences from a university established in India by law or is an associate of the Institution of Chemists (India) by examination in the section of Food Analysts conducted by the Institution of Chemists (India) or any other equivalent qualification recognized and notified by the Central government for such purposes</p> <p>(ii) Minimum five years' experience in the analysis of food/pharma/biotech products</p> <p>(iii) Qualified Food Analyst under FSS rules or</p> <p>(i) Ph. D in any of the aforesaid subjects</p> <p>(ii) Minimum two years' experience in the analysis of food/pharma/biotech products.</p>	No	2 Years	(i) 50% by Promotion (ii) 50% by Direct recruitment	<b>For Promotion :</b> Junior Analyst in Level 7(Rs.44,900-1,42,400) with three years' service in the grade rendered after appointment thereto on a regular basis	Depends on State Government	NA
Junior Analyst	10 (number for each section) 1. Pesticide/antibiotic residue/ Mycotoxin	General State Service, Group-B,	a	NA	35 years	Essential Qualification M.Sc. in Chemistry or Biochemistry or Microbiology or Dairy Chemistry or Agricultural chemistry, Food Chemistry, or Food Technology, Food and Nutrition, Food Science, Bioscience, Biotechnology or B. Tech Food/Dairy/Oil Technology, Biotechnology or degree in Veterinary	No	2 Year	100 % by Direct recruitment	NA	Depends on State Government	NA

	<p>(2)</p> <p>2. Heavy metals/ Mineral analysis (1)</p> <p>3. General Tests/ Food Additives (3)</p> <p>4. Nutritional evaluation (2)</p> <p>5. Microbiology (2)</p>					<p>Sciences from a university established in India by law or is an associate of the Institution of Chemists (India) by examination in the section of Food Analysts conducted by the Institution of Chemists (India) or any other equivalent qualification recognized and notified by the Central government for such purposes</p> <p>Desirable Qualification: Qualified Food Analyst under FSS rules Desirable</p> <p>Experience Experience working in an academic lab of a National Laboratory/ Research and Development Institute /ISO17025 certified Testing Lab undertaking chemical/microbiological/physical analysis of food/pharma/biotechnology products</p>						
Technical officer (Instrument and general maintenance)	3	General State Service, Group-B,	<p>Pay Level 07 (Rs.44,900-1,42,400)</p> <p>The Junior analyst on completion of 3rd Year and 6th Year may be granted nonfunctional upgradation in pay Level 8 and 9 respectively subject to their vigilance clearance</p>	NA	35 years	<p>B.E./B.Tech in Electrical /Electrical &amp; Electronic /Mechanical / Agricultural Engineering/Post Harvest Technology/Agricultural Process Engineering / Chemical Engineering/ Bio Chemical Engineering from a university established in India by law or any other equivalent qualification recognized and notified by the Central government for such purposes and with Twelve years' intense instrumentation experience in the handling, operation and maintenance of equipment used in a Food /Pharmaceutical Analysis Laboratory</p> <p>OR</p> <p>Desirable Experience</p> <p>(i) Experience working in an academic lab of a National Laboratory/ Research and Development Institute /ISO17025 certified Testing Lab, in the operation, maintenance, calibration and trouble-shooting of instrumentation including but not limited to UV-Visible Spectrophotometer, High-Performance Liquid Chromatograph (HPLC/UPHPLC) Gas Chromatograph (GC, GC-M, GC-MS/MS); Liquid Chromatography-</p>	No	2 Year	100 % by Direct recruitment	NA	Depends on State Government	NA

						Mass Spectrometry (LC-MS/MS); and Inductively Coupled Plasma atomic emission spectroscope (ICP-AES, ICP-MS); refractometer, RT_PCR, Centrifuges, ovens and incubators and associated software programs.						
Technical assistant	7 (1 for each section and 2 for sample custodian/reporting)	General State Service, Group-C,	Pay Level 05 (Rs. 29200-92300)	NA	18-25 years	B.Sc. in Chemistry or Biochemistry or Microbiology or Dairy Chemistry or Agricultural Chemistry, Food Chemistry, or Food Technology, Food and Nutrition, Food Science, Bioscience, Biotechnology or B. Tech Food/Dairy/Oil Technology, Biotechnology or degree in Veterinary Sciences from a university established in India by law or is an associate of the Institution of Chemists (India) by examination in the section of Food Analysts conducted by the Institution of Chemists (India) or any other equivalent qualification recognized and notified by the Central government for such purposes  Desirable experience Experience working in an academic lab of a National Laboratory/ Research and Development Institute /ISO17025 certified Testing Lab undertaking sample preparation, reagent preparations and assisting in chemical/microbiological/physical analysis of food/pharma/biotechnology products	No	2 Year	100 % by Direct recruitment	NA	Depends on State Government	NA
Laboratory attendant	10 (2 for each section)	General State Service, Group-D,	Pay Level 01 (Rs. 18000-56000)	NA	18-25 years	Matriculation/10th Pass	No	2 Year	100 % by Direct recruitment	NA	Depends on State Government	NA