



TEA BOARD INDIA

(Under Ministry of Commerce & Industry, Govt. of India)

14, B.T.M Sarani (Brabourne Road), Kolkata- 700 001

Website: www.teaboard.gov.in

**Walk-in-Interview for engagement of one Accountant for Board's DTRDC,
Kurseong and QCL, Siliguri**

A Walk-in-interview will be conducted on **25.03.2026** from **11.30 a.m.** onward for engagement of **one Accountant** (Contractual) required to work at Darjeeling Tea Research and Development Centre and Quality Control Laboratory purely on temporary basis as per following details:

Name & Number of the post	Remuneration	Educational qualification and experience	Indicative Job Description
Accountant 1 (One)	Rs. 35,000/- per month (Consolidated)	B. Com (Hons.) /M. Com. CA Inter/CMA Inter with 2 years' working experience post qualification (excluding Internship period) with a focus on financial reporting and internal controls. Experience in Accounts Finalizations, MIS Reporting, and Accounts supervision, command in MS Office with special emphasis on MS Excel, Thorough knowledge on operation of Tally ERP 9.	Proficiency in accounting through Tally software, finalization and maintain accounts of both the centres, all tax related compliances and timely filing of the statutory return relating to taxes, GST etc. strong analytical skills and working knowledge of taxation and financial regulations.

Age: Not more than 35 years as on 31.12.2025. Relaxation of age as per Govt. norms will be given to SC, ST and OBC candidates.

Leave Eligibility: 18 days in a year.

Place of Walk-In-Interview: Quality Control Laboratory, Tea Board India, Tea Park, Bhola More, behind NJP Rly. Stn, Siliguri-735135. Phone: 0353-2960393.

Interested candidates are requested to appear (in person) in the walk-in-interview along with application form (strictly as per the enclosed format), CV, self-attested copies of testimonials.

Registration for appearing in interview will be allowed up to 11.00 a.m. only. The candidates are also advised to bring original testimonials for verification. There may be one short test if required.

Instructions to candidates:

1. The engagement will be initially for one year purely on contract basis reckoned from the date of joining and extendable after one year subject to satisfactory performance and requirement after the end of one year.
2. Any canvassing directly or indirectly by the applicant will disqualify his/ her candidature.
3. The selected candidate will be required to join immediately.



4. **Place of work:** Darjeeling Tea Research and Development Centre, Kurseong and Quality Control laboratory, Siliguri, West Bengal
5. Tea Board reserves the right to modify/alter/restrict/enlarge/cancel the selection process, without assigning any reason. The decision of the Board will be final and no appeal will be entertained in this matter.

The above post is purely temporary/contractual and don't entitle the appointee to any claim, implicit or explicit for absorption in the service of Tea Board.

Secretary
Tea Board India



**Format for application to the post of Accountant (Contractual) at DTRDC,
Kurseong and QCL, Siliguri**

1. Name:
2. Father's Name:
3. Category (Gen/OBC/SC/ST/PH):
4. Date of Birth:
5. Age as on 31.12.2025:
6. Gender:
7. Nationality:
8. Marital status:
9. Address for Correspondence (with Mobile Number and E-mail ID) (self certified ID proof to be attached):

Affix recent
Passport
size photo

10. Academic Qualifications: (please attach self attested copies of mark sheet & certificates)

Degree (latest first)	Name of the School/ college/ university	Year of passing	Percentage of marks/division obtained

11. Work experience in the relevant field (if Yes, give details):

12. Whether currently employed (Yes/No):

13. Any other relevant information:

Declaration: I hereby declare that the information furnished above are true, complete and correct to the best of my knowledge and belief. I am in possession of the documents in proof of the claim made in this application. Further, I solemnly declare that no criminal case is pending against me in any Court of Law nor I have been convicted in any criminal case in the past.

Date:

Place:

Signature of the Applicant