F.No. Estt/2(3)/Recruit/2019/Part-III

Date: 02.08.2019

The Director / Project Director of all the ICAR Institutes/
Project Directorate / Bureaux / NRCs

Sub: Filling up the two (2) vacant posts of Assistant on Deputation / Permanent Absorption Basis - reg.

Sir,

It is proposed to fill up two (2) vacant posts of Assistant such as one post on permanent absorption basis and another post on deputation for a period of 2 years as detailed below.

<table>
<thead>
<tr>
<th>Name of the post</th>
<th>No. of Posts</th>
<th>Scale of Pay</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistant (Deputation/ permanent absorption)</td>
<td>(01) UR</td>
<td>₹ 35400 - 112400 as per 7th CPC</td>
<td>Candidates holding analogous posts in pay ₹ 35400 - 112400 as per 7th CPC OR</td>
</tr>
<tr>
<td>Assistant (Deputation for 2 years)</td>
<td>(01) UR</td>
<td></td>
<td>UDCs of the ICAR headquarters / institutes having atleast 10 years regular service in the grade.</td>
</tr>
</tbody>
</table>

It is requested that the above vacancy may be circulated amongst the eligible and desirous candidates, if any, working at your Institute / Establishment. Applications of eligible persons who fulfill the requisite eligibility conditions and who can be relieved immediately in the event of their selection, may kindly be forwarded to this Institute in the proforma appended along with copy of their complete APAR dossiers for last five years so as to reach at this Institute on or before **16.09.2019**. A certificate to the effect that no disciplinary / vigilance case is pending or being contemplated against the candidate may also be sent.

Incomplete application(s) and those received without APAR dossiers and certificate as requested above will not be entertained.

Yours faithfully,

[B L Kokkala]

Administrative Officer

Copy to:
1. The Dy. Secretary (Admn), ICAR, Krishi Bhavan, New Delhi - 110001 - for information pl.
2. The In-charge ARIS - with request to upload on Centre's website.
Proforma

APPLICATION FOR THE POST OF ASSISTANT

1. Name of the candidate : 

2. Name of the Institute : 

3. Postal address : 

4. Date of appointment as UDC / Assistant at ICAR Hqrs. / instt. : 

5. Date of Birth : 

6. Educational qualification : 

7. Details of Technical / Other qualifications, if any, also details of the departmental examination, if any, passed : 

8. Whether belongs to SC/ST/OBC : 

9. Service particulars : 

<table>
<thead>
<tr>
<th>Name of the institute</th>
<th>Post held</th>
<th>Scale of pay</th>
<th>Period</th>
<th>Nature of duties</th>
<th>Whether Adhoc or on regular basis</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>From</td>
<td>To</td>
<td></td>
</tr>
</tbody>
</table>

10. Any other information / particulars Relevant to the service of the applicant : 

I do hereby declare that the particulars furnished by me are correct to the best of my knowledge and belief.

Signature of the applicant

CERTIFICATE TO BE FURNISHED BY THE HEAD OFFICE
Certificate that the information furnished by the aforesaid applicant has been verified from the office/service records and found correct

Head of Office / AO / Director