

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
KRISHI BHAVAN: NEW DELHI**

F.No. 17(2)/2006 Estt. I

Dated: 5<sup>th</sup> July, 2011

**CIRCULAR**

Applications are invited to fill-up 4 posts(3 -UR, 1-SC) of Assistant Finance & Accounts Officer in Pay Band PB-2 Rs.9300-34800 + 4600 (Grade Pay) at ICAR Hqrs., New Delhi from amongst the eligible candidates who have rendered with five years of regular service in the grade of Junior Accounts Officer from the Institutes of the Council on permanent absorption basis.

Candidates who fulfill the requisite criteria and are willing to be appointed to the post of Assistant Finance & Accounts Officer at ICAR Hqrs., New Delhi may please send in their Bio-data in the format given with their up-to-date Confidential Report Dossiers and Vigilance Clearance Certificates to the undersigned, at Room No. 303, Krishi Bhavan, Dr. Rajendra Prasad Marg, New Delhi – 110014 within 30 days from the date of issuance of this Circular.

Incomplete applications will not be entertained.

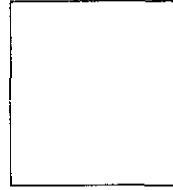
  
(K.N. CHOUDHARY)  
UNDER SECRETARY (ADMN.)

**Copy to:**

1. The Director/Project Directors of ICAR Research Institute/RC/ZPDs/PC/Head of Regional Stations
2. PPS to FA, ICAR
3. PS to Director(Finance), ICAR
4. PS to Director(Admn), ICAR
5. Media Unit.

# PROFORMA

(To be filled by the person concerned)



Application for the post of Assistant Finance & Accounts Officer in the Pay Scale of Rs. 9300 -34800 + Grade Pay 4600/-

1. Name of the Candidate
2. Name of Institute where candidate is working now :
3. Date of Birth
4. Date of appointment on regular basis In the present post
5. Educational Qualifications
6. Details of service including present post

Name of the Institute	Post Held	Scale of Pay	Period From	To	Nature of duties performed

7. Whether Permanent/Temporary
8. Whether belong to SC/ST/OBC and if so indicate
9. Whether opted for the ICAR Service or not
10. Any other Information/particulars relevant to the service of the applicant

### Declaration

I ..... hereby declare that all the statements made above are complete and correct to the best of my knowledge and belief. In the event of any information found false or incorrect at any time before or after the promotion/transfer, action may be taken against me and I shall abide by the decision of the Secretary, ICAR Hqrs.

Date

(Signature of the applicant)

### Certificate to be furnished by the Head of Deptt/Office

Certified that the information furnished by the candidate has been verified from the office/service records and found correct.

Date  
Place

Signature with Seal