



भारतीय कृषि अनुसंधान परिषद
INDIAN COUNCIL OF AGRICULTURAL RESEARCH
कृषि भवन, डॉ० राजेन्द्र प्रसाद मार्ग, नई दिल्ली-110 001
Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi 110 001

Admn. F.No. 9(1)/2013-Estt.-II

Dated the 11 August, 2016

To

The Director(s)/Project Director(s) of ICAR Institutes/
Project Directorate/Bureax/NRCs

Sub: Filling up the post of Upper Division Clerks (UDCs) in PB-1 Rs. 5200-20200 plus Grade Pay of Rs. 2400/- on deputation basis at ICAR Hqrs.

Sir,

It is proposed to fill up twelve vacant posts of UDCs in PB-1 Rs. 5200-20200 plus Grade Pay of Rs. 2400/- at ICAR Hqrs. on deputation basis as per recruitment rules.

No. of vacancies	Break-up of vacancies				
	UR	SC	ST	OBC	PH
12	-	7	5	-	-

As per recruitment rules following candidates will be eligible for deputation at ICAR Hqrs.:

- Candidates working as regular Upper Division Clerk at ICAR Institutes/Hqrs. The deputation shall be for a period not exceeding three years.
- Candidates working as regular Lower Division Clerks at ICAR Hqrs./ Institutes having at least 8 years regular service on or before 01.04.2016. The deputation shall be for a period not exceeding three years.

It is requested that the vacancies may please be circulated among the eligible officials working at your Institute to enable them to apply for the same on the proforma given overleaf. Application of only such candidates who can be relieved immediately in the event of their selection for the above post may please be forwarded along with up to date CR Dossiers so as to reach to the undersigned within 15 days from the date of this circular.

Certificate to the effect that no vigilance/disciplinary case is pending or being contemplated against the candidate may also be furnished in the application of the official.

The application received after closing date and without CR dossiers and Vigilance Clearance Certificate will not be entertained.

Yours faithfully,

Rajashree Sunil
(Rajashree Sunil)

Under Secretary (Admn.)

Application for the post of Upper Division Clerks in the Pay Band – 1 Rs. 5200-20200 + Grade Pay Rs. 2400/- at ICAR Hqrs.

1. Name of the Candidate (in block letters) :
2. Date of Birth :
3. Name of the Institute where serving :
4. Designation and scale of the post presently held by the applicant :
5. Whether Permanent/Temporary :
6. Whether belongs to SC/ST :
7. Educational & other Qualifications :
8. Brief particulars of the service :

<u>Name of the Institute</u>	<u>Post held</u>	<u>Scale of Pay</u>	<u>Period</u>	<u>Nature of duties</u>
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9. Any other information/particulars relevant to the service of the employee :

Signature of the candidate

(To be filled up by the Head of Office)

1. The above particulars furnished by the candidate has been verified from the office/service records and found correct.
2. It is certified that no vigilance/disciplinary case is pending or being contemplated against the above candidate.

Signature