



भाकृअनुप- भारतीय मसाला फसल अनुसंधान संस्थान
ICAR - INDIAN INSTITUTE OF SPICES RESEARCH
(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)



पी. बी. संख्या: Post Bag No: 1701, मेरिकुन्नु पोस्ट Marikunnu Post,
कोषिकोड Kozhikode -673 012, केरल Kerala, भारत India

F.No.1/15/2014-Estt.

Dated: 01-06-2017.

To

The Director/Project Directors of ICAR Institutes/NRCs/
Project Directorate/Zonal Coordinators.

Sub: Filling up the following Administrative post on deputation /permanent transfer basis at ICAR-IISR
Kozhikode -673012, – reg.

Sir,

The Director, ICAR-Indian Institute of Spices Research, Kozhikode invite application from amongst the eligible candidates working at ICAR Institute, Headquarters/Project Directorate/NRCs etc. for the post of Assistant and Stenographer Gr.III at this Institute on deputation/permanent absorption basis. Particulars of the post eligibility for deputation are detailed below:

Sl. No.	Name and Details of Post	No. of Post	Pay Bands/Grade pay	Eligibility
1.	Assistant	1 Nos.	Pay level 6 in the pay matrix	Officials holding analogous post in the same capacity or UDC (PB-1 `5200-20200 +GP `2400) having at least 10 years regular service in the grade/holding analogous post in ICAR Institutes.
2	Stenographer Gr.III	2 Nos.	Pay level 4 in the pay matrix	Persons holding analogous post in the similar capacity in ICAR Institutes or ICAR System.

As per the latest ICAR guidelines/instructions vide F.NO.19 (01)/2002-Estt.IV dated 26th August, 2016 and F.NO. 33-8/2016-Estt. I dated 19th September 2016, “the part of service rendered by the transferred employee prior to his transfer after availing the last promotion in the parent institute shall not be counted for the purpose of his/her promotion to the next higher grade in the new Institute/Headquarters”.

It is requested that the vacancy may kindly be circulated amongst the eligible candidates working at your Institute and application(in the Prescribed Proforma enclosed) of eligible and interested persons along with CR dossiers for the last five years along with Vigilance Certificate may be furnished on or before 20/7/2017.

Yours faithfully

(K.V. Pillai)
Administrative Officer

Encl: Performa for application (Overleaf)

Copy for kind information to the:

1. Under Secretary (H.S), ICAR, Krishi Anusandhan Bhavan, Pusa, New Delhi -12
2. Under Secretary (Admn.), ICAR, Krishi Bhavan, New Delhi – 110 001.

3. ICAR-IISR Webs

APPLICATION PROFORMA FOR THE POST OF ASSISTANT AND STENOGRAPHER Gr. III
AT ICAR- INDIAN INSTITUTE OF SPICES RESEARCH, KOZHIKODE

1. Name of the candidate (BLOCK LETTER):
2. Name of the post applied for:
3. Postal Address:
4. Name of the Institute where the candidate is working right now:
5. Date of Birth/Present Age:
6. Present post held with date of appointment on regular basis:
7. Present basic pay:
8. Educational qualification giving details of examination passed from matriculation on wards:
9. Technical qualification/other qualifications, also details of Departmental examination passed if any:
10. Details of Service including present post:

Name of the Institute	Post held	Scale of pay	period		Nature of duties
			From	To	

11. Whether permanent/temporary:
12. Whether belongs to SC/ST
13. Any other information

Declaration

I..... do hereby declare that particulars furnished by me above are 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 selection of deputation, action may be taken against me and I shall abide by the decision of the Director, ICAR-Indian Institute of Spices Research, Kozhikode.

Signature of the applicant

Date:

Certificate to be furnished by the Head of the Department/Office

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

Signature with Seal

Place:

Date :

PABX: 0495-2731410/2731753/2731345 Director's Office: 0495-2730294 Project Coordinator: 0495-2731794, AO: 0495-2730550. IISR Experimental Farm, Peruvannamuzhi : 0496-2249371. Krishi Vigyan Kendra, Peruvannamuzhi :0496-2662372, Fax : 0091-495-2731187 Email: mail@spices.res.in Website : www.spices.res.in