

ICAR - INDIAN INSTITUTE OF SPICES RESEARCH

(भारतीय कृषि अनुसंधान परिषद Indian Council of Agricultural Research)

Post Bag No: 1701, मेरिकुन्नु पोस्ट Marikunnu Post,

कोषिकोड Kozhikode -673 012, केरल Kerala, भारत India

Ph: 0495-2731410, 2730906 Fax: 0091-495-2731187 Email: mail@spices.res.in



F.No.1/33/2022-Estt.

Dated: 15-03-2022

To

All the Directors/Project Directors of ICAR Research Institute/NRCs/ATARI' s

Sub: Filling up the following Administrative post on Deputation/Transfer basis at ICAR-IISR, Kozhikode, Kerala.

Sir/Madam,

It is proposed to fill up the following vacant post under Administrative Category on Inter institutional transfer/Deputation basis from eligible candidates working in ICAR Headquarters/ICAR Institutes. The particulars of post/eligibility etc. are detailed below:

Sl. No.	Particulars of Post & Place of Posting	No of Vacancy &Category	Scale of pay	Eligibility
1	Asst. Administrative Officer At Regional station, Appangala, Karnataka	01(UR)	Pay Level -7 Pre-revised Rs 9300- 34800+GP Rs 4600/-	By deputation of Assistant of ICAR HQ/ICAR institutes having at least 5 years regular service in the grade. OR By transfer of Persons holding analogues post at ICAR Institutes.

It is requested that the above vacancy may kindly be circulated widely and the application of suitable and desirous candidates who fulfill the requisite qualification etc. may kindly be forwarded in the enclosed proforma along with his/her up to date CR Dossiers for the last five years (2016-2017 to 2020-2021) or as applicable for the candidate so as to reach the unsigned on or before **15-04-2022**. Application of only such candidate may please be forwarded who can be relieved immediately in the event of his/her selection for the appointment. A certificate to the effect that no disciplinary/vigilance case is pending or being contemplated against the candidate may also be sent. Incomplete application and those not forwarded through proper channel or without CR Dossiers and certificate as desired above will not be entertained.

Yours faithfully

  
Senior Administrative Officer

Encl: Application Proforma

Copy forwarded for kind information to:

- 1 The Under Secretary( Admn). Indian Council of Agricultural Research Krishi Bhavan, New Delhi-110 001.
- 2 The Deputy Secretary (Hort) Indian Council of Agricultural Research, Krishi Anusadhan Bhawan II,Pusa New Delhi-110 012.
- 3 The Project Director, DKMA, KRISHI Anusandhan Bhavan-11, Pusa, New Delhi-110 012 for uploading on ICAR website/e office Notice Board.

APPLICATION PROFORMA

APPLICATION FOR APPLYING TO THE POST OF -----

BY DEPUTATION/TRANSFER basis at ICAR-Indian Institute of Spices Research, KOZHIKODE, Kerala

1	Name of the candidate (in block letters)			
2	Name of ICAR institute where the candidate is working at present			
3	Date of Birth and present age			
4	Present post held on regular basis with date of appointment			
5	Sex: Male/Female			
6	Marital status			
7	Category SC/ST/OBC/PH(Scan copy of certificate to be attached)			
8	Father/Husband Name			
9	Address for Correspondence			
10	Phone No			
11	E-mail Address			
12	Educational and other Qualification			
Sl.No	Exam Passed	Board/University	Year	Division/Percentage
13	Brief description of the service including present post			
	Post held	Scale of pay	Period	Nature of duties
14	Date of confirmation/post held substantively			
15	Any other information/particulars relevant to service of the employees			

**DECLARATION**

I \_\_\_\_\_ hereby declare that I have carefully read and understood the instruction and particulars on this application and that all entries in this form are true to the best of my knowledge and belief.

Date:

Signature of the candidate

**CERTIFICATE BY THE HEAD OF OFFICE**

Certified that the particulars furnished above have been verified from the Service Book and found Correct. Attested copies of last 05(five) years/as applicable for the candidate APAR's enclosed.

Date:

Place:

Signature with stamp of the Head of Office