

No.16015/03/2019-SD.II
Government of India
Ministry of Agriculture & Farmers' Welfare
Department of Agriculture, Cooperation & Farmers' Welfare

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Krishi Bhawan, New Delhi,
Dated 18th February 2021

To

1. The Secretary,
All Central Government Ministries/Departments
2. Chief Secretary, All States / UTs.
3. All Central/State agricultural Universities.
4. All recognized Research Institutions.
5. All Semi-Government Organizations.
6. All Public Sector Undertakings

Subject: Filling up of the post of Director on deputation in the National Seed Research and Training Centre Varanasi (Uttar Pradesh), a subordinate office under the Department of Agriculture, Cooperation & Farmers' Welfare.

... ..

Sir,

I am directed to say that it is proposed to fill up the post of Director, National Seed Research and Training Centre, Varanasi (Uttar Pradesh), a subordinate office under the Department of Agriculture Cooperation & Farmers' Welfare. The mode of recruitment, educational qualifications, experience and other eligibility conditions for the post are as under:

Name of the post - Director

General Central Service, Group 'A' Gazetted, (Non Ministerial) in Level-13 of Pay Matrix of Rs.123100-215900 on composite method Deputation (including Short Term Contract) plus promotion failing which by Direct Recruitment.

Eligibility:

(a) Officers under the Central Government or State Governments or Union Territories or Agricultural Universities or Recognized Research Institutions or Autonomous Organization or Semi Government Organizations or Public Sector Undertakings;

(i) Holding analogous post on regular basis in the parent cadre or Department; or

(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in Level-12, (Rs.78800-209200) in the pay matrix or equivalent in the parent cadre/department; and

(b) Possessing the following educational qualifications and experience for direct recruits as under:

Essential Qualification:

(i) M.Sc (Agriculture) from a recognized University or equivalent.

(ii) Ten years experience in the field of Seed Production/Seed Marketing/Seed Certification/Seed Testing/Seed Quality Control/Seed Development Programmes

P. T. O

Desirable:

Ph.D in the field of Seed Production/Seed Marketing/Seed Certification/Seed Testing/Seed Quality Control.

Note 1: Qualifications are relaxable at the discretion of the Union Public Service Commission in case of candidate otherwise well qualified.

Note 2: The qualifications regarding experience are relax able at the discretion of the Union Public Service Commission in case candidates belonging to Scheduled Caste or Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities are not likely to be available to fill up the vacancies reserved for them.

The Departmental Chief Seed Analyst in Level-12 of Pay Matrix of Rs.78800-209200 with five years' service shall also be considered along with deputationist and if he is selected the post shall be deemed to have been filled by promotion.

The departmental officers in the feeder category who are in direct line of promotion shall not be eligible for consideration for appointment on deputation.

Similarly deputationist shall not be eligible for consideration for appointment by promotion. Period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/Department of the Central Government shall ordinarily not exceed five years. The maximum age limit for appointment by deputation (including short-term contract) shall not be exceeding 56 years as on the closing date of receipt of application.

The officer selected on deputation basis will have the option to draw his grade pay plus deputation duty allowance to have his/her pay fixed in the scale of the post in accordance with DOPTs OM.No.2/8/1997-Estt(Part.II) dated 11.03.1998 and as amended from time to time.

Applications (in triplicate) only in the enclosed pro-forma (Annexure-I) along with complete and up to date Confidential Reports (photo copies of the APARs attested by an officer not below the rank of Under Secretary to the Government of India) and Integrity Certificate of eligible officers who could be spared in the event of their selection may kindly be forwarded to the Under Secretary (Seeds), Department of Agriculture Cooperation & Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Room No.432, Krishi Bhawan, New Delhi-110001 within 60 days from the date of publication of this advertisement in the Employment News.

Complete advertisement, Bio-data format (Annexure-I) and certificate format for Integrity, Vigilance clearance & Major/Minor Penalty (Annexure-II) etc. can be downloaded from the Department of Agriculture, Cooperation and Farmers Welfare's website : www.agricoop.nic.in (link-Recruitment-Vacancies).

P.T.O

While forwarding the applications, it may be verified and certified that the particulars furnished by the officer are correct and that no vigilance case is either pending or being contemplated against them and no major/minor penalty has been imposed on them during the last 10 years.

It may also be noted that the applications received without Confidential Reports, Vigilance Clearance, Integrity Certificate and statement of Major/Minor penalty, if any, imposed on the officers during the last 10 years or otherwise found incomplete, his/her application will not be considered.

Yours faithfully,

S.S. Vagulaparnam 18.2.2021

(S.S.Vagulaparnam)

Under Secretary to the Government of India

Distribution:

1. All Ministries/Department of Government of India with a request that the post may please be given wide publicity in their respective attached and subordinate offices, PSUs, Semi Government/Autonomous under their administrative control.
2. Principal Secretary/Secretary (Agriculture) of all State Governments and Administration of all Union Territories.
3. Vice-Chancellor of all Agricultural Universities/Heads of all Recognized Research Institutions.
4. All Divisional Heads/Director (Personnel)/All Sections/Units under DAC & FW.
5. Department of AH&D/ICAR/DARE/CACP/Directorate of Economics and Statistics.
6. All attached/ subordinate offices under DAC&FW.
7. NIC, DAC&FW for uploading on the website.
8. NSC/PPV&FRA/DC(QC)/AC(Seeds) for wider circulation.
9. Director (NSRTC) for wider circulation and also to upload on the website of NSRTC.
10. Guard File/Spare copies.

Application for the post of

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
3.i) Date of entry in to service	
ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications	
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications/Experience required as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
<p>5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in the Employment News.</p> <p>5.2 In the case of Degree and Post Graduate Qualifications Elective/main subjects and subsidiary subjects may be indicated by the candidate.</p>	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
<p>6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/Work experience possessed by the Candidate (as indicated in the Bio-date) with reference to the post applied</p>	

7. Details of Employment, in chronological order. **Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient**

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay scale of the post held on regular basis are to be mentioned. Details of ACP/MACP with present Pay Band and Grade pay where such benefits have been drawn by the Candidate, may be indicated as below.

Office/Institution	Pay, Pay Band, and Grade Pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent.			
9. In case the present employment is held on deputation/contract basis, please indicate			
a) The date of initial appointment	b) period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre clearance, vigilance clearance and Integrity certificate.			
9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/organization			

10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Other		
12. Please state whether you are working in the same Department and are in the feeder grade.		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basic Pay in the PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organisation which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief/other Allowances etc., (with break-up details)	Total Emoluments
16.A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the vacancy circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		

<p>16.B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and; (iv) Patents registered in own name or achieved for the organization (v) Any research/innovative measure involving official recognition (vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)</p>	
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis #(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)</p>	
<p>18. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/advertisement and I am fully aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/withheld

(Signature of the candidate)

Date.....

It is certified that particulars furnished are correct and no disciplinary case is either pending or contemplated against the officer and no major or minor penalty was imposed on the officer during the last 10 years and his integrity is beyond doubt.

Signature of the Head of Department (with stamp)

INTEGRITY CERTIFICATE

After scrutinizing Annual Performance Appraisal Report of Shri/Smt/Ms. _____, who has applied for the post on deputation, it is certified that his / her integrity is beyond doubt .

(To be signed by an officer
of the rank of Deputy Secretary or above)
Name & Office Seal :
Date: _____

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceeding or criminal proceeding is either pending or contemplated against Shri/Smt/Ms. _____, who has applied for the post on deputation.

(Authorized Signatory)
Name & Office Seal:
Date: _____

NO PENALTY CERTIFICATE

Certified that no major/ minor penalty has been imposed on Shri/Smt/Ms. _____, who has applied for the post on deputation, during the last ten years.

(Authorized Signatory)
Name & Office Seal :
Date: _____