

F.No.16015/03/2019-SD.II (E-77752)
Government of India
Ministry of Agriculture and Farmers Welfare
Department of Agriculture and Farmers Welfare

Krishi Bhawan, New Delhi
Dated 18th October, 2025

VACANCY CIRCULAR

Subject: Filling up of one Post of Director in the National Seeds Research and Training Centre, Varanasi (Uttar Pradesh) - a Subordinate Office under Department of Agriculture & Farmers Welfare on deputation (including short term contract) basis—regarding

... ..

It is proposed to fill up one **(01)** post of **Director** [General Central Service, Group 'A', Gazetted, (Non-Ministerial) in Level-13 of Pay Matrix Rs.123100 -215900] in the National Seeds Research and Training Centre, Varanasi (Uttar Pradesh) on deputation (including short term contract) basis.

2. The eligibility, educational qualifications, experience etc. for the said post are as under:

Eligibility Conditions :

(a) Officers under the Central Government or State Governments or Union Territories or Agricultural Universities or Recognized Research Institutions or Autonomous Organizations 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 or Department; and

(b) Possessing the following educational qualifications and experience : -

Essential Qualification:-

(i) Master of Science (Agriculture) from a recognized University or equivalent.

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

Desirable :

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

Note 1: The Departmental Chief Seed Analyst in Level-12 of Pay Matrix of Rs. 78800-209200 with five years regular service shall also be considered alongwith deputationists and in case he is selected then post shall be deemed to have been filled by promotion.

Note 2: The Departmental Officers in the feeder category who are in the 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 or Department of the Central Government shall ordinarily not exceed four years. The maximum age limit for appointment by deputation (including short term contract) shall be not exceeding 56 years as on the closing date of receipt of applications.

3. Application (in triplicate) of the eligible candidates whose services can be spared immediately on selection may be forwarded as per the prescribed proforma at **Annexure-I** together with certificate from the forwarding Authority as per the prescribed proforma at **Annexure-II** along with the following documents: -

- (i) Cadre clearance (CC)
- (ii) Integrity Certificate (IC)
- (iii) List of Major/Minor penalties (MMC) imposed during the last ten years (if no penalty had been imposed, a 'Nil' certificate be enclosed).
- (iv) Vigilance clearance certificate (VC)
- (v) Photocopy of APARs of the preceding five years, each page attested by an officer not below the rank of Under Secretary to the Government of India.

4. Complete advertisement, Bio-data format (**Annexure-I**) and certificate for CC, IC, VC & MMP (**Annexure-II**) etc. can be downloaded from the Department of Agriculture and Farmers Welfare website: www.agriwelfare.gov.in (link-Recruitment-Vacancies) and NSRTC website: www.nsrtc.nic.in

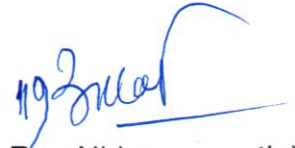
5. Application (in triplicate) along with required documents, may be forwarded to the Under Secretary (Seeds) Room No. 432, Krishi Bhawan, New Delhi – 110001 within 60 (Sixty) days of the publication of the Circular in the Employment News/Rozgar Samachar. Applications not forwarded through proper channel and those received without the requisite certificate and relevant documents will not be considered/entertained.

6. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

(Rajeswara Rao Nidasanametla)
Under Secretary to the Government of India
e-mail : raj.rao@nic.in

Distribution:

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



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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 into Government 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
Note : In the case of Degree and Post Graduate Qualifications, Elective/ Main subjects and subsidiary subjects may be indicated by the candidate.					
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.					
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-Data) with reference to the post applied.					
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 Level [*Pay Band and Grade Pay/ Scale] of the post held on regular basis.	Nature of Duties (In detail) highlighting experience required for the post applied for

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

Office/Institution	Pay, Pay Level [Pay band, and Grade Pay drawn under ACP/ MACP Scheme]	From	To

8. Nature of present employment ie., Ad-hoc or Temporary or Quasi-Permanent or Permanent.

9. In case the present employment is held on deputation/short term contract basis, please specify:-

a) The date of initial appointment	b) Period of appointment on deputation/ short term 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, then 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)

- Central Government
- State Government / UTs
- Agricultural Universities
- Recognized Research Institutions
- Autonomous Organizations
- Semi Government Organizations
- Public Sector Undertakings

12. Please state whether you are working in the same Department or in the feeder grade or feeder to 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 drawn at present		
Basic Pay in the Pay Level	Grade Pay/ Pay Level	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organization 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 space is insufficient)		
16.(B) Achievements: The candidates are requested to indicate information with regard to; Research publications and reports and special projects Awards/ Scholarships/ Official Appreciation Affiliation with the professional bodies/ institutions/ societies and; Patents registered in own name or achieved for the organization Any research/innovative measure involving official recognition Any other information. (Note: Enclose a separate sheet if the space is insufficient)		
17. Please state whether you are applying for deputation/deputation (ISTC).		
18. Whether belongs to SC/ST		

I have carefully gone through the vacancy circular/ advertisement, and I am well 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)

Address.....

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Date.....

Certification by the Employer / Cadre Controlling Authority

The information/details provided by the applicant in the above application are correct and verified as per records available in the office. He/she possesses educational qualifications and experience mentioned in the vacancy circular. If selected, He/she will be relieved immediately.

2. Also certified that.

(i) There is no vigilance or disciplinary case pending / contemplated against Shri / Smt.

(ii) His / Her integrity is certified.

(iii) His / Her CR Dossiers in original are enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Government of India or above are enclosed.

(iv) No Major/ Minor penalty has been imposed on him/her during the last 10 years OR A list of major/ minor penalties imposed on him/her during the last 10 years is enclosed. (as the case may be).

Countersigned

(Employer/Cadre Controlling Authority with Seal)