



भाकृअनुप-केन्द्रीय कटाई-उपरान्त अभियांत्रिकी एवं प्रौद्योगिकी संस्थान
डाक घर: पी ए यू., लुधियाना -141 004 (भारत)
ICAR-Central Institute of Post-Harvest Engineering & Technology
P.O. PAU, Ludhiana - 141 004 (India)

(An ISO 9001:2015 Certified Institution)

Tele: 0161- 2313219

Fax: 0161-2308670

E-mail: cao.ciphnet@icar.gov.in



F. No. 8(14)/2021-Estt-I/766

Dated: 28.02.2022

Through email

To

All the Director/ Project Director of
ICAR Research Institutes/ NRCs/ATAARIs

Sub: Filling of vacant administrative posts on deputation/absorption basis at ICAR-CIPHET, Ludhiana-reg.

Sir/Madam,

It is proposed to fill up the vacant administrative posts at this Institute on deputation/absorption basis from eligible candidate working in ICAR Hqrs./ ICAR's Institute. The particulars of the vacant posts are as given below:

S#	Name of Posts	No. of posts	Scale of Pay	Eligibility
1.	Assistant Finance & Accounts Officer (AF&AO)	02 (UR)	Pay Level-7 (Pre-revised PB-2 Rs. 9300-34800 + GP 4600)	Junior Accounts Officer in pay Level-6 in 7 th CPC Pay Matrix with 03 years of regular service in the grade from other Institutes/ICAR Hqrs on permanent absorption basis. OR Assistants having rendered 5 years of continuous and regular service in the pay Level-6 in 7 th CPC and have qualified ICAR Audit and Accounts Exam conducted by the ICAR. OR Assistant having rendered three years of service in the Pay Level-6 and have qualified ICAR Audit & Accounts exam conducted by ICAR or by Junior Accounts Officer in the Pay Level-6 with two years of regular service and having undergone successfully a two months training programme at NIFM, Faridabad and having qualified the examination based on the training to be conducted by NIFM. OR Persons holding analogous post i.e. Assistant Finance & Accounts Officer serving on regular basis in the Pay Level-7 in 7 th CPC Pay Matrix at ICAR Hqrs/Institutes.
2.	Personal Assistant (PA)	02 (UR)	Pay Level-6 (Pre-revised PB-2 Rs. 9300-34800 + GP 4200)	Steno Gr. III in the pay Level-4 in 7 th CPC Pay Matrix (Pre-revised PB-1, Rs. 5200-20200+GP Rs. 2400) at the respective Institutes having at least 10 years of regular service in the grade.

S #	Name of Posts	No. of posts	Scale of Pay	Eligibility
2.	Assistant	05 (UR)	Pay Level-6 (Pre-revised PB-2 Rs. 9300-34800 + GP 4200)	Upper Division Clerk (UDCs) in the Level-4 (Pre-revised PB-1, Rs. 5200-20200 + GP Rs. 2400) of the ICAR Institutes having at least 10 years regular service in the grade on the recommendations of the Departmental Promotion Committee
3.	Upper Division Clerk (UDC)	02 (UR-01; ST-01)	Level-4 (Pre-revised PB-1 Rs. 5200-20200 + GP 2400)	Upper Division Clerks of ICAR Institutes/ Hqrs. The deputation shall be for a period not exceeding three years. OR By deputation of regular Lower Division Clerks (LDCs) of ICAR Hqrs/ Institutes having at least 8 year regular service. The deputation shall be for a period not exceeding three years. OR By transfer on absorption of regular UDC of ICAR Hqrs/Institutes.
4.	Lower Division Clerk (LDC)	07 (UR-06 ; SC-01)	Level-2 (Pre-revised PB-1 Rs. 5200-20200 + GP 1900)	SSS of Group 'C' employees who have 3 years regular service in the posts in pay Level-1 in 7 th CPC Pay Matrix (Pre-revised PB-1 Rs. 5200-20200 + GP 1800) and possessives 10+2 or equivalent education qualification. OR Employees holding analogous posts on substantive basis working in ICAR Headquarters/ ICAR's Institutes.
5.	Skilled Supporting Staff (SSS)	01 (UR) (Institute); 02 (UR) [KVK Fazilka, Abohar]	Level-1 (Pre-revised PB-1 Rs. 5200-20200 + GP 1800)	Employees holding analogous posts on substantive basis working in ICAR Headquarters/ / ICAR's Institutes having minimum 3 years of regular service.

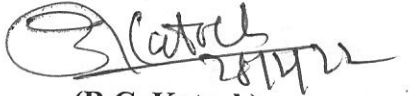
It is requested that the above vacancies may kindly be circulated widely and the application of suitable and desirous candidates who fulfill the eligibility criteria and who can be relieved immediately on the event of their selection for appointment may kindly be forwarded in the enclosed proforma along with their upto date CR dossiers for the last 05 years, so as to reach the undersigned **on or before 31.03.2022**.

The following documents may also please be sent along with the application:-

- i. Attested copies of the APAR dossiers for the last 05 years
- ii. Vigilance Clearance & Integrity Certificate.

Incomplete application and those received after the prescribed due date and not forwarded through proper channel or without CR Dossiers and certificates as desired above, will not be entertained.

Yours faithfully,


(B.C. Katoch)
Administrative Officer

Encl: Proforma

Copy to:

1. The Under Secretary (Admn.) ICAR, Krishi Bhawan, New Delhi-11001 for information.
2. The Deputy Secretary (Agri. Engg.), ICAR, KAB-2, New Delhi-110012.
3. In-charge, AKMU, ICAR-CIPHET, Ludhiana for uploading on the Institute's website.
4. PS to the Director.
5. F. No. 5(6)/2015-Rectt/ (Recruitment of SSS)/ Concerned Recruitment Files
6. Notice board.