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No.12023/04/2011-E.II.

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Government of India
Ministry of Agriculture
Department of Agriculture and Cooperation

Krishi Bhawan, New Delhi
October 25th, 2011.

To,

- (1) The Principal Secretary/ Secretary(Agriculture) of all State Governments/Union Territory Administrations
- (2) The Secretary, ICAR, Krishi Bhawan, New Delhi.
- (3) The Director of Agriculture of all State Governments/UTs.
- (4) All Agricultural Universities
- (5) All Recognised Research Institutions.

Subject: Filling up of the post of Agriculture Commissioner (Rs.22400-525-24500/-) [pre-revised] revised to [HAG Scale] (Rs.67000-79000) in the Ministry of Agriculture, (Department of Agriculture and Cooperation) on deputation (including short term contract) basis - regarding

Sir,

I am directed to state that applications are invited from eligible and suitable officers for filling up the post of Agriculture Commissioner on deputation (including short term contract) basis. Details of the post, eligibility conditions etc. is given in the Annexure I. The pay of the officer selected for appointment on deputation basis will be regulated in terms of DOPT's OM No. 6/8/2009-Estt. (Pay.II), dated 17.06.2010.

2. Applications of only such officers/candidates will be considered as are routed through proper channel and are accompanied by (i) bio data (in triplicate) as in the proforma given (Annexure II) (ii) Photocopies of ACRs for the last five years duly attested on each page by an officer not below the rank of Under Secretary (iii) Vigilance Clearance and (iv) Integrity Certificates (v) statement giving details of major or minor penalties imposed on the officer, if any, during the last 10 years and (vi) Cadre clearance Certificate in the prescribed formats given at Annexure-III.

3. It is, therefore, requested that the applications of suitable and eligible officers and who can be spared immediately in the event of selection may be sent directly to the Under Secretary (Pers.II), Department of Agriculture & Cooperation Krishi Bhawan, New Delhi-110 001 within a period of 45 days from the date of issue of this letter or the publishing of this Advertisement, whichever is later.

4. Advance copies of application received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected

Yours faithfully,

(K. SANJAYAN)

Under Secretary to the Government of India

Ph. No.:23383053

Copy for information/necessary action to:-

1. All Ministries/Departments of the Government of India. It is requested that the vacancy may please be given wide publicity in their subordinate and attached offices and Regional Research Institutions under their administrative control.
2. All Attached and Subordinate Offices of the Department of Agriculture and Cooperation.
3. JS(Admn.)/JS(Crops)/ Dir(Crops)/DS(P)/US(Crops)(US(P).
4. Crops Division, Facilitation Centre, Department of Agri. & Cooperation.
5. S.O.(E.II.)/Guard file/Spare Copies/Notice Board.

(K. SANJAYAN)

Under Secretary to the Govt. of India

Designation of the post: Agriculture Commissioner

Number of post: 1(One)

Classification of post: General Central Service Group 'A' Gazetted Non-Ministerial

Pay Scale: Rs 22400-525-24500/- [pre-revised] revised to [HAG Scale] (Rs.67000-79000)

Age Limit: The maximum age-limit for appointment by deputation (ISTC) shall be not exceeding 56 years as on the closing date of receipt of applications.

Eligibility Conditions for appointment on deputation basis (including short term basis): Officers under the Central/State Governments or Union Territories or Recognised Research Institutions or Agricultural Universities or Indian Council of Agricultural Research possessing the following educational qualifications and experience are eligible :-

Service:-

- (i) holding analogous posts on regular basis in the parent cadre/ Department; or
- (ii) with 3 years' regular service in the grade rendered after appointment thereto on regular basis in the pay scale of Rs.18400-22400/- [revised pay scale- PB:4 [Rs.37400-67000] +Rs.10000 Grade Pay or equivalent] in the parent cadre/Department; and possessing the following educational qualifications and experience.

Educational Qualifications and Experience required for the post:-

- (i) Degree in Agriculture followed by Post Graduate Degree in any branch of Agricultural Sciences from a Recognised University or equivalent ;
- (ii) Eighteen years experience in the field of Agricultural Development or Extension or Research.

Place of posting: New Delhi

Period of deputation: Period of deputation (ISTC) including period of deputation (ISTC) 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 to exceed 5 years.

Duties and responsibilities attached to the post:-

- (i) To advise the Ministry in the formulation of the Agricultural Policies in the Country.
- (ii) To help develop the programme of agricultural production particularly in respect of Commercial plantation and fruit crops and vegetable and also to accord technical approval of the Centrally Sponsored Schemes relating to these crops.
- (iii) To keep under constant review the agriculture development programme in different states and specific supervision over implementation of Centrally Sponsored Schemes.
- (iv) To supervise the work of the Crops Division in the Ministry and of the Regional Offices of the commercial crops for Jute, Cotton, Sugarcane, Oilseeds, Tobacco, Coconut, Lac, Cashew, Areacanut and Spices located in different parts of the country.
- (v) To represent the Ministry in the national and international seminars and conferences particularly organized under the auspices of the FAO of the UN.
- (vi) To advise the various national official & non-official organizations engaged in promoting the agricultural development programme in the country.

CURRICULUM VITAE PROFORMA

1. Name and Address
(in Block Letters)
2. Date of Birth
(in Christian era)
3. 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	Qualifications/ Experience possessed by the officer
Essential	(1) (2) (3)	
Desired	(1) (2)	

6. Please State clearly whether in the light of entries made by you above, you meet the requirement of the post

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	From	To	Scale of Pay and Basic Pay	Nature of duties (in detail)

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 state)

- a) The date of initial appointment
- b) Period of appointment on deputation/contract
- c) Name of the parent office/ organization to which you belong .

10. Additional details about present employment. Please state whether working under (indicate the name of your employer against the relevant column)

- a) Central Govt.
- b) State Govt.
- c) Autonomous Organisation
- d) Government Undertaking
- e) Universities
- f) Others

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade

12. 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

13. Total emoluments per month now drawn

14. Additional information, if any, which you would like to mention 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).

15. 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 Organisations are eligible only for Short Term Contract.)

16. Whether belongs to SC/ST

17. Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions /societies and (iv) any other information.

(Note: Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the
Candidate

Address _____

Date

Countersigned

(Employer with Seal)

No. _____

Dated the

INTEGRITY CERTIFICATE

The records of service of Shri _____, a regular _____ who is being considered for appointment to the post of _____ in the Department of Agriculture and Cooperation on deputation basis, have been carefully scrutinized and it is certified that that there is no doubt about his integrity

Employer with Seal
(to be signed not below the rank of Deputy Secretary and equivalent)

No. _____

Dated the

VIGILANCE CLEARANCE CERTIFICATE

The records of service of Shri _____, a regular ----- who is being considered for appointment to the post of _____ in the Department of Agriculture and Cooperation on deputation basis, have been carefully scrutinized and it is certified that that no vigilance case is either pending or contemplated against him.

Employer with Seal

No. _____

Dated the

NO MAJOR/MINOR PENALTY CERTIFICATE

The records of service of Shri _____, a regular ----- who is being considered for appointment to the post of ----- in the Department of Agriculture and Cooperation on deputation basis, have been carefully scrutinized and it is certified that no major/minor penalty has been imposed on him for the last 10 years.

Employer with Seal