

No.12023/16/2007-E.II.

Government of India

Ministry of Agriculture

Department of Agriculture and Cooperation

Krishi Bhawan, New Delhi

Date: 10 May, 2011



To

The Secretary (Agriculture),

All State Governments/Union Territory Administrations

Subject: Filling up of the post of Senior Technical Assistant (Manure) (PB-2, Rs.9300-34800) Grade Pay: Rs. 4200 in the Ministry of Agriculture, (Department of Agriculture and Cooperation) – regarding

I am directed to invite applications from eligible and suitable officials for filling up of <sup>one</sup> vacancy on the post of Senior Technical Assistant (Manure) [PB-2, Rs. 9300-34800 + GP-4200] on deputation basis. Details of the post, eligibility conditions etc. are 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. 2/29/91-Estt. (Pay.II), dated 05.01.1994. and O.M. No.2/22(B)/2008-Estt. (Pay.II), dated 03.09.2008.

2. Applications of only such officials/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 Attested on each page by an officer not below the rank of Under Secretary level. (iii) Vigilance Clearance Certificate. (iv) Integrity Certificate (iv) No penalty certificate and a statement giving details of major or minor penalties imposed on the officer, if any, during the last 10 years in the enclosed format (**Annexure III**).

3. It is, therefore, requested that the applications of suitable and eligible officials 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 within a period of **60 days** from the date of issue / publishing of this Advertisement in the Employment News.

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

Yours faithfully,

(Sanjayan)

Under Secretary to the Govt. of India

**1.Name of the post:** Senior Technical Assistant (Manure)

**2.Number of posts:** 1

**3.Classification of post:** General Central Service Group 'B' Non-Gazetted Non-Ministerial

**4.Pay Scale:** (PB-2, Rs.9300-34800) Grade Pay:Rs.4200

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

**6. Eligibility Conditions for appointment on deputation basis :**  
Officers of the Central/State Governments-

(a) (i) holding analogous posts on regular basis; or  
(ii)With 6 years' regular service e in posts in the scale of PB-2, Rs. 5,200-20200, GP-2800 (pre-revised Rs. 4500-125-7000) or equivalent; and possessing the following educational qualifications and experience.

(b) Essential:

(i) M.Sc. Degree in Agriculture or Agricultural Chemistry or Agronomy or M.Sc. in Chemistry/ Bio-Chemistry/Microbiology/Bacteriology/Soil Science from a recognized University or equivalent;

(ii) Two years experience in Fertilizer Use/Development of Organic Manure/Bio Fertilizer;

**7. Place of posting:** New Delhi

**8.Period of deputation:** Period of deputation including period of deputation 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 3 years.

**9.Duties and responsibilities attached to the post:**

- (i) Collection, compilation and interpretation of data related to organic farming.
- (ii)Examination and Securitization of technical proposals related to project on organic farming and other schemes.
- (iii) Preparation of review and status report, release of funds for NPOF and other schemes.
- (iv) Court cases, RTI matters, Parliament questions etc. related to above.

- 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

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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)

**INTEGRITY CERTIFICATE**

After scrutinizing Annual Confidential Report of Shri/Smt./Ms. \_\_\_\_\_ who has applied for the post of \_\_\_\_\_ in the Department of Agriculture & Cooperation on deputation basis, 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 of \_\_\_\_\_ in the Department of Agriculture & Cooperation on deputation basis.

[Authorised 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 of \_\_\_\_\_ in the Department of Agriculture & Cooperation on deputation basis during the last ten years.

[Authorised signatory]

Name & Office Seal: \_\_\_\_\_

Date: \_\_\_\_\_