

SB 1

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No.12023/02/2014-E.II.
Government of India
Ministry of Agriculture
Department of Agriculture and Cooperation

Krishi Bhawan, New Delhi;
Dated the April, 2014.

- 3 APR 2014

To,

- (1) The Principal Secretary/Secretary (Agriculture), All State Governments.
- (2) The Secretary, ICAR, Krishi Bhawan, New Delhi.
- (3) The Director of Agriculture of all State Governments / Union Territories.
- (4) The Vice-Chancellors of all Agricultural Universities.
- (5) All Public Sector Undertakings / Semi Governments / Recognized Research Institutions/ Autonomous & Statutory Organizations.

Subject: Filling up of two posts of Additional Commissioner (Crops) in the pay scale of ₹37400-67000/- with a Grade Pay of ₹8700/- (PB-4) General Central Service, Group 'A', Gazetted, Non-Ministerial on deputation (including short term contract) basis. – regarding.

Sir,

I am directed to invite applications from eligible and suitable officers for filling up two vacancies of Additional Commissioner (Crops) on deputation (including short term contract) 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. 6/8/2009-Estt. (Pay.II), dated 17.06.2010, as amended from time to time.

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 per proforma given (Annexure II) (ii) Photocopies of ACRs for the last five years duly attested (signed and stamped) on each page by an officer not below the rank of Under Secretary to the Government of India (in Duplicate) (iii) Vigilance Clearance Certificate, (iv) Integrity Certificates (v) No Penalty Certificate or a statement giving details of major or minor penalties imposed on the officer, if any, during the last 10 years, and (vi) Cadre Clearance Certificate (Annexure-III). It may also be verified and certified that the particulars furnished by the officers are correct.

3. It is, therefore, requested that the applications of suitable and eligible officers and those who can be spared immediately in the event of selection may be sent directly to the Under Secretary (Pers.II), Ministry of Agriculture, Department of Agriculture & Cooperation, Room No.37, F-wing, Krishi Bhawan, New Delhi-110 001 within a period of 60 days from the date of publication of this Advertisement in the Employment News.

4. Advance copies of application or those received after the prescribed closing date not accompanied by the required certificates/documents are liable to be rejected outright.
5. The vacancies may kindly be given wide publicity in your Department/ Organization.

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. Guard file/Spare Copies/Notice Board.
6. NIC, for uploading on official website.

* Endd on SB (i) 17829/2014

Directorate of Agriculture,
Thiruvananthapuram,
Dtd: 28-04-2014.

Copy communicated to the IT Cell for publishing on the official website.


for Director of Agriculture
D.A.

24/04/2014

IT cell

24/4/14

ANNEXURE -I

1. Name of the post: Additional Commissioner (Crops)
2. Number of posts: 2 (Two)
3. Classification of post: General Central Service, Group 'A', Gazetted, Non-Ministerial
4. Pay Scale: ₹37400-67000/- with a Grade Pay of ₹8700/- (PB-4) [Pre revised ₹14300-400-18300/-].
5. 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.
6. Eligibility Conditions for appointment on deputation basis (including short term basis): Officers under the Central/State Governments or Union Territories or Agriculture Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Autonomous or Statutory Organization possessing the following service, educational qualifications and experience are eligible :-
Service :-
 - (a) (i) holding analogous posts on regular basis in the parent cadre/Department; or
 - (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of PB-3 (Rs.15600-39100) + Rs.7600/- (Grade Pay) [revised] or equivalent in the parent cadre/Department.
7. Educational Qualifications and Experience:-
 - (i) Degree in Agriculture and a Post-Graduate Degree in Agriculture with specialization in any branch of Agriculture Sciences from a Recognized University or equivalent.
 - (ii) 12 years experience in Agriculture Development/Extension/Research in various food and/or cash crop preferably in oilseeds crops.
8. Place of posting: New Delhi
9. 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/Department of the Central Government shall ordinarily not exceed five years.
10. The Departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

Duties attached to the post of Additional Commissioner(Crops)

- i. Assistance for various works related to Cotton, Sugarcane, Jute and tobacco and their National Development Schemes.
- ii. Maintaining liaison between Central and State Governments on the above mentioned crop/sector and their Schemes.
- iii. Dealing with papers/materials sent to the Ministry for action/comments on the above crop/Sector and their Schemes, and sometimes on various aspects of agriculture as a whole.
- iv. Supply of technical and other information on above to other Divisions/Ministries.
- v. Visits to States to monitor crop conditions/crop schemes.
- vi. Rendering technical support, guidance on above crop/sector and their schemes to Governments, farmers, interested groups etc.
- vii. Assistance for preparation of special work/documents and comments on others documents.
- viii. Preparation of notes for and to attend various intra/inter ministerial meetings/conference and preparation of speeches for Ministers/Officers on work assigned.
- ix. Liaisoning with International Cooperation, Trade and Marketing Divisions of the Department of Agriculture & Cooperation and the Ministry of Textiles.
- x. Assistance to higher officers on day to day work assigned including additional work on other crops during tour/leave of other officers.
- xi. Assisting Area Officers or higher officers visiting the States of A.P, Madhya Pradesh, Karnataka, Goa, Madhya Pradesh, Chhattisgarh, Pondicherry and work relating to Macro Management Scheme of these States.
- xii. Technical supervision of Directorates of Cotton, Sugarcane, Jute and Tobacco.
- xiii. Preparation of replies of parliamentary questions/materials/demands of grants etc on the crops/work assigned.
- xiv. Member/representing Crops Division in the Committees of Department of Agriculture & Cooperation, ICAR, Ministry of Consumer affairs, Food & Public Distribution System, Ministry of Textiles etc.
- xv. Assistance for organizing National level workshops/seminars/meetings.

CURRICULUM VITAE PROFORMA

1. Name and Address
(in Block Letters) and
Contact No. with e-mail address
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 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 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