



भाकृअनुप-विवेकानन्द पर्वतीय कृषि अनुसंधान संस्थान, अल्मोड़ा-263601 (उत्तराखण्ड)
ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora - 263601 (Uttarakhand)
(भारतीय कृषि अनुसंधान परिषद/Indian Council of Agricultural Research)
(कृषि अनुसंधान एवं शिक्षा विभाग/Department of Agricultural Research & Education)
(कृषि एवं किसान कल्याण मन्त्रालय, भारत सरकार)
(Ministry of Agriculture and Farmers Welfare, Government of India)



ISO 9001:2015

F.No. 2-13/2010-Admn.I/066

Dated: 03.06.2024

To,
All the Directors/Project Directors of
ICAR Research Institutes/NRCs/ATARIs.

Sub.: Filling up the post of Upper Division Clerk in the Pay Level 04 of 7th CPC pay matrix on deputation or through intra-institutional transfer basis a ICAR-VPKAS, Almora (Uttarakhand) - reg.

Sir/Madam,

It is proposed to fill up the 01 vacant post of Upper Division Clerk at ICAR-VPKAS, Almora **on deputation/permanent absorption basis** from the eligible candidates working in ICAR Headquarter/Institutes/NRCs/Project Directorates etc. The particulars of the post and other details given below :

Name of the post	Pay level as per 7th CPC	No. of vacant posts	Essential requirement and eligibility
Upper Division Clerk	Pay Level-4 (25500-81100) (6th CPC Pay Band- 1 Rs. 5200-Rs. 20200+GP Rs. 2400)	01	By inter institutional transfer on permanent absorption of regular UDC of ICAR Hqrs./ ICAR Institutes/ NRCs/ Project Directorates. OR By deputation of regular LDC of ICAR Hqrs./ ICAR Institutes/ NRCs/ Project Directorates having at least 08 years regular service in the grade as on 01.01.2024. Note : The official, who initially comes on deputation and considered suitable for the post, may be permanently absorbed by the appointing authority, if no incumbent is available in the feeder cadre, in accordance with guidelines of DoP&T/GoI and the parent Department agrees to the proposal of permanent absorption.

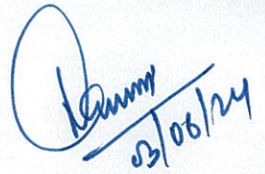
Aforesaid filling up of vacant post of UDC through transfer/deputation shall be governed by Group "C" Recruitment Rules for Administrative Posts notified by ICAR vide O.M. No. Admn.11-2/2022-R&P dated 07.06.2023. The guidelines and service conditions shall be governed strictly as per ICAR letter No. Admn.71/2020-RP dated 25.11.2020.

It is requested that the aforesaid vacancies may please be circulated amongst the eligible and desirous candidates working at your Institute/Establishment.

The application of only such candidates who fulfill the requisite eligibility and who can be relieved immediately in the event of their selection may please be forwarded in the prescribed application form (proforma enclosed) through proper channel so as to reach the Director, ICAR-VPKAS, Almora (Uttarakhand), latest by **15.07.2024 (05:30 pm)** along with the following documents :

1. Attested copies of APARs for the last 05 years.
2. Certificate to the effect that no disciplinary/vigilance case is pending of being contemplated against the official.
3. Integrity Certificate.

Incomplete and direct application or those received after due date or without CR dossiers/Vigilance clearance certificate will not be entertained. Application may be sent by mail to hoa.vpkas@icar.gov.in.



(R. S. Negi)

Senior Administrative Officer

For the post of UDC (deputation/permanent absorption) at the ICAR-VPKAS, Almora (Uttarakhand)

APPLICATION FORM

(To be filled in by the candidate in his / her own handwriting in CAPITAL LETTERS)

1. Name of the Candidate : _____

2. Name of the Institute : _____

3. Postal Address with : _____
Email ID and Contact No.

4. Date of appointment on regular : _____
Basis in the present post

5. Date of joining in ICAR services : _____

6. Date of Birth (DD-MM-YYYY format) : _____

7. Educational Qualifications : _____

8. Whether belongs to SC/ST/OBC/General : _____

9. Service Particulars:

Name of the Institute	Post held	Scale of Pay	Period		Nature of duty	Whether Adhoc or on regular basis
			From	To		

10. Any other information/particulars relevant to : _____
the service of the applicant

DECLARATION TO BE SIGNED BY THE CANDIDATE

I _____ hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected at any time before or after the selection, action may be taken against me and I shall be bound by the decision of the employer.

Date :

Signature of the Candidate

Name.....

Place:

Designation.....

CERTIFICATE TO BE FURNISHED BY THE HEAD OF OFFICE

Certified that:

1. The information by the candidate has been verified from the office/service records and found correct.
2. He / She belongs to _____ category.
3. He / She is clear from vigilance / disciplinary angle.
4. The Officer will be relieved from this Establishment shortly after the receipt of intimation about his / her selection for joining at ICAR - CSWRI against the relevant post.

SIGNATURE OF THE
HEAD OF OFFICE