

**ICAR-CENTRAL INSTITUTE OF TEMPERATE HORTICULTURE**

K.D. Farm, Old Air Field, PO: Rangreth-191132, Srinagar, Jammu & Kashmir, India

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F.No.2-2(2)/Admn./Rectt./2021/ 3055-61

Dated:-25.08.2021.

To,

All Director's/Project Director's of ICAR Institutes/NRC's/ATARI's

Subject: Filling up the vacant posts of Assistant/Personal Assistant at ICAR-CITH, Srinagar and its Regional Station at Mukteshwar on Deputation/ permanent absorption basis -reg.

Sir/Madam,

It is proposed to fill up the following vacant posts of Assistants and Personal Assistant at ICAR-Central Institute of Temperate Horticulture, Srinagar/Mukteshwar on permanent absorption/deputation basis from the eligible candidate(s) working in ICAR Headquarters/Institutes/Project Directorates/NRCs/ATARIs who are fulfilling the eligibility criteria as mentioned below:-

Sl. No.	Name of the post	No. of Post(s)	Pay-Level	Eligibility
1.	Assistant	02 Nos. (UR) 01 at ICAR-CITH, Srinagar 01 at ICAR-CITH, Regional Station, Mukteshwar (Uttarakhand)	Pay Level-6 in the pay matrix of 7 th CPC	By transfer on permanent absorption basis of officials holding analogous post i.e. Assistant in ICAR Headquarters/Institutes in the pay matrix level-6 of 7 th CPC. OR By deputation of Upper Division Clerks of the ICAR Headquarters/Institutes in the pay matrix level-4 of 7 th CPC (pre-revised PB-1 5200-20200+GP 2400/-) having at least 10 years of regular service in the grade. The deputation shall be for a period not exceeding three years. <i>May be absorbed permanently based on satisfactory performance and approval of Competent Authority.</i>
3.	Personal Assistant	01 No. (UR) ICAR-CITH, Regional Station, Mukteshwar (Uttarakhand)	Pay Level-6 in the pay matrix of 7 th CPC	By transfer on permanent absorption basis of officials holding analogous post i.e. Personal Assistant of ICAR Headquarters/Institutes in the Pay matrix Level-6 of 7 th CPC. OR By deputation of Steno Gr.III of ICAR Headquarters/Institutes having at least 10 years of regular service in the pay matrix level-4 of 7 th CPC (pre-revised PB-1 5200-20200 +GP 2400/-). The deputation shall be for a period not exceeding three years. <i>May be absorbed permanently based on satisfactory performance and approval of Competent Authority.</i>

Note: The Number of posts may increase or decrease depending upon actual vacancy at the time of recruitment.


Selection against above post shall be further governed as per guidelines of inter institutional transfer circulated by the Council vide letter No. 33-8/2016-Estt.I dated 19.09.2016 as amended or modified from time to time.

It is requested that the above vacancies may be circulated amongst the eligible and desirous candidate if any, working at your office and necessary particulars of such candidates who are willing to apply for the posts and can be relieved immediately in the event of their selection may please be forwarded to the institute in the prescribed application proforma enclosed herewith along with the following documents:

- I. **Attested copies of APARs for last 05 years.**
- II. **Certificate to the effect that no disciplinary/vigilance case is pending or being contemplated against the official.**
- III. **Integrity certificate.**

The last date for the receipt of the applications through proper channel along with all relevant documents is up to **30.09.2021**. Incomplete applications and those which are received after the prescribed date or without the documents mentioned above or applications received not through the proper channel will summarily be rejected.

Yours faithfully,


I/C Administrative officer
प्रशासनिक अधिकारी
Administrative Officer
भ.कृ.अन.प.-के.श.सं. श्रीनगर, उत्तरांचल के
ICAR-C.I.T.H. Srinagar, J&K

Copy to:-

- The Director (Adm.), ICAR, Krishi Bhawan, New Delhi-110001.
- Under Secretary (Hort. Science), ICAR, KAB-II, Pusa, New Delhi-110012.
- Scientist-In-Charge, ICAR-CITH, Regional Station, Mukteshwar-263 138(Uttarakhand).
- Nodal Officer e-office with request to upload the advertisement on e-office Notice Board of Council
- Shri Eshan Ahad, Senior Technical Officer, ICAR-CITH, Srinagar for uploading on Institute website.
- PS to the Director, ICAR-CITH, Srinagar.
- Notice Board for

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Application for the post of

1.	Name in block letters	:	
2.	Place of Posting	:	
3.	Date of birth	:	
4.	Whether permanent or temporary	:	
5.	Date of joining in ICAR	:	
6.	Date of joining in present grade and status of probation	:	
7.	Brief particulars of service including present post		

S No.	Post held	Period	Pay Scale	Nature of duties

8.	Educational Qualification	:	
9.	Whether SC/ST/OBC/General/EWS/PwD	:	
10.	Indicate the desired place of posting	:	
11.	Any other relevant information	:	

I do, hereby declare and certify that the information provided above is correct and true to the best of my knowledge and belief. In the event of any information found false or incorrect at any point of time before or after the selection, action may be taken against me and I shall abide by the decision.

Signature of the candidate with date

It is certified that particular furnished are correct and no disciplinary case is either pending or contemplated against the official and no penalty, major or minor, was imposed on the official during last ten years. His integrity is beyond doubt.

Signature of Head of Office with seal