

No.4-11/2011-Extn.
Government of India
Ministry of Agriculture
Department of Agriculture & Cooperation

Krishi Bhavan, New Delhi
Dated:16th, January, 2012.

VACANCY CIRCULAR

Subject: - Filling up of the post of Joint Director (Women's Programme) in the Directorate of Extension, Department of Agriculture & Cooperation on deputation (ISTC).

One post of Joint Director (Women's Programme) in the pay scale of Rs.15600-39100 (PB-3) + Grade Pay of Rs.6600/- (Rs. 10000-15200/- Pre-revised), General Central Service, Group 'A', Gazetted, Non-Ministerial is proposed to be filled in the Directorate of Extension, Pusa, New Delhi on deputation basis (including short term contract) from amongst the Officers under the Central Government or State Governments or Union-territories or Public Sector Undertaking or Semi-Government Autonomous or Statutory Organisations or Agricultural Universities or Recognized Research Institutions or Councils :-

- (a)(i) holding analogous post on regular basis in the parent Cadre or Department; or
- (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 8000-13500(Pre-Revised) or equivalent in the parent Cadre or Department; and
- (b) Possessing the following educational qualifications and experience as indicated below:-

Essential

- (i) Master's degree in Agriculture or Agricultural Extension or any of the Agricultural Science from a recognized University or equivalent or with Master of Business Administration with Bachelor of Science(Agriculture);
- (ii) Seven years' experience in a Supervision capacity in the field of Women's Programme and / or teaching experience at the college or University level in any of the subject mentioned at (i) above.

Desirable

Familiarity in conducting of Extension Training Programme.

2. 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, deputationist shall not be eligible for consideration for appointment by promotion.

3. Period of deputation (including short term contract) including period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other Organisation / Department of the Central Government shall ordinarily **not exceed four years**. The maximum age limit for appointment by deputation (including short term contract) shall be **not exceeding 56 years** as on the closing date of receipt of applications.

4. Officers selected will have the option to draw his grade pay plus deputation(duty) allowance or to have his pay fixed in the scale of pay of the post in accordance with the Department of Personnel and Trainings O.M. No.6/8/2009-Estt.(Pay II) dated 17th June 2010.

5. Applications of interested and eligible officers, who could be spared in the event of their selection, may be sent, through proper channel, in the enclosed proforma (in triplicate) alongwith the documents mentioned below, so as to reach the “Under Secretary (Extension), Room No. 25-A, Ministry of Agriculture, Department of Agriculture & Cooperation, Krishi Bhawan, New Delhi within **60 days** from the date of publication of this advertisement in the Employment News/Rojgar Samachar. **While forwarding the applications the sponsoring organisations should verify and certify that the particulars furnished by the applicant are correct.** The applications should be sent alongwith the following documents:-

- (i) Vigilance Clearance
- (ii) Integrity Certificate
- (iii) Major/Minor Penalty Statement during last ten years
- (iv) Photocopies of ACRs/APARs of last five years i.e. **from 2006-07 to 2010-11** duly attested on each page by an officer not below the rank of an Under Secretary to the Government of India. If for some reasons, the ACRs/APARs of the officer has not been written for a particular year or a part of a year, a ‘No Report Certificate’ (NRC) for that period may be sent along with the ACRs/APARs of the corresponding previous year (s).

5. Applications received after the last date or without the above mentioned documents or otherwise found incomplete, will not be considered.

(R.S.Verma)
Under Secretary to the Govt. of India
Tel.-23387533

Copy forwarded to:

1. All Ministries/ Departments of the Central Government.
2. The Secretary, Union Public Service Commission, New Delhi.
3. The Department of Personnel & Training (Office of the E.O.I), North Block, New Delhi.

4. All Officers in the Deptt. of Agriculture & Cooperation. Applications may please be sent through the concerned Establishment Sections.
5. All attached/subordinate office under the Deptt. of Agriculture & Cooperation.
6. The Chief Administrative Officer, Ministry of Defence (DH, PC), New Delhi.
7. Estt. I/II Sections.
8. Estt. III for notice board.
9. Director of Administration, Directorate of Extension, Pusa, New Delhi.
10. NIC (for uploading in the website of Department of Agriculture & Cooperation).
11. Guard File

(R.S.Verma)
Under Secretary to the Govt.
Tel. 23387533

BIO-DATA PROFORMA

1. Name and Designation in Block Letters:
2. Date of Birth (in Christian era):
3. Date of retirement under Central/State Government Rules:
4. Educational Qualifications: Whether Educational and other qualifications required for the post are satisfied (if any qualification has been treated as equivalent to the one prescribe in the rules, state the authority for the same):

	Qualifications/ experience Required	Qualifications/ experience possessed by the Officer
Essential	(1) (2) (3)	
Desirable	(1) (2) (3)	

5. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:
6. Whether your candidature is for appointment on transfer on deputation including short-term contract:
7. Details of Employment in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient:

Office/Instt./Orgn. Nature	Post held	From	To	Scale of pay And basic pay	of
duties					

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:

- a) Central Government
- b) State Government
- c) Union-territories
- d) Public Sector Undertakings
- e) Agricultural Universities
- f) Recognized Research Institutions
- g) Councils
- h) Semi-Government
- i) Autonomous Organization
- j) Statutory Organization

11. Please state whether you are working in the same Department and are in the feeder grade or in the feeder to the 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 maintain in support of your suitability for the post. Enclose a separate Sheet if the space is insufficient:

15. Whether belongs to SC/ST:

16. Remarks:

Date_____

Signature of the candidate

Countersigned.....
(Employer)

Address.....

Telephone No:

Office:-

Moblie:-

It is certified that no disciplinary case is either pending or contemplated against the officer and no penalty major or minor was imposed during the last ten years and his integrity is beyond doubt.

Signature of the Head of the Department
(with Stam)