



सत्यमेव जयते

भारत सरकार

GOVERNMENT OF INDIA

काजू और कोको विकास निदेशालय

DIRECTORATE OF CASHEWNUIT AND COCOA DEVELOPMENT

कृषि एवं किसान कल्याण मंत्रालय Ministry of Agri. & Farmers Welfare
कृषि, सहकारिता एवं किसान कल्याण विभाग Dept. of Agri. Co-operation & Farmers Welfare
केरा भवन, कोच्ची - 682 011, केरल Kera Bhavan, Kochi - 682 011, Kerala.

ES-18/A04/2019-20

दिनांक Date : 03.03.2020

प.सं. F. No.

OFFICE MEMORANDUM

Subject:- Filling up of the post of Stenographer (Grade.I) in the revised scaled of pay of PB-2 (9300-34,800) (Level-6) (GP:Rs.4200/-)by deputation in the Directorate of Cashewnut & Cocoa Development, Kochi – Regarding.

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It is proposed to fill up one vacancy in the grade of Stenographer (Grade-I) in the revised scale of pay of PB-2 (Rs.9300-34,800) (Level-6) (GP:Rs.4200/-) (GCS, Group 'B' (Non Gazetted/Ministerial)by deputation in the Directorate of Cashewnut & Cocoa Development, Kochi(a subordinate office under the Union Ministry of Agriculture & Farmers Welfare, DAC & FW) by deputation from amongst the officers of Central Government possessing following qualification and experience :-

- (i) Holding analogous posts on regular basis in the parent cadre or department ; or
- (ii) With ten years regular service in posts in PB-1 (Rs.5200-20,200) (Level-4) (GP : Rs.2400/-) or equivalent in the parent cadre or department.

The maximum age limit for appointment by deputation shall not to exceed 56 years as on the closing date for receipt of applications. The period of deputation including the period of deputation in another ex cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Govt. shall ordinarily not to exceed three years as on the closing date for receipt of applications.

The period of deputation shall be initially for a period of one year. The period of deputation can be curtailed or extended depending upon the requirement.

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.

The Headquarter of the post is at present in Kochi, Kerala. However, it can be changed to any where in India.

Applications of only such officials/candidates will be considered as are routed through proper channel and are accompanied by (i) Bio data in duplicate(Annexure-I) (ii) Photocopies of ACR/APARs for the last five years (2014-15 to 2018-19) duly attested on each page by a Gazetted officer of the Govt. of India, (iii) Vigilance Clearance Certificate, Integrity certificate, no penalty certificate and a statement giving details of major/minor penalties imposed on the officer, if any, during the last ten years in the format enclosed(Annexure-II). It may also be verified and certified by the employer that the particulars furnished by the officer is correct. If for some reasons, the ACRs/APARs of the officer have not been written for a particular year or a part of an year, a 'No Report Certificate' (NRC) for that period may be sent along with the ACRs/APARs.

It is, therefore, requested that the applications of eligible and willing officers who can be spared immediately in the event of selection may be sent to the '**Director, Directorate of Cashewnut and Cocoa Development, Ministry of Agriculture & Farmers Welfare, D/o Agri. & Co-opn. & FW, 8th and 9th floor, Kera Bhavan, SRV School Road, Kochi, Kerala-682 011**' within a period of sixty (60) days from the date of publication of this Circular in the Employment News.

Applications received after the prescribed closing date or applications which are not accompanied by required certificates/documents or otherwise found incomplete are liable to be rejected summarily. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.

Complete advertisement, bio data proforma and certificate format(Annexures) can be downloaded from Directorate's Website (<https://dccd.gov.in>). The vacancy may please be given wide publicity in your Ministry/Departments/Offices.

(Hindi Version follows)

(**Dr. Venkatesh N. Hubballi**)
Director

Copy to :-

- 1) All Ministeris/Departments
- 2) All attached and subordinate offices of Ministry of Agriculture, D/o Agri. & Co-opn.
- 3) All Central Govt. offices, Kochi, Kerala
- 4) NIC, DAC & FW, Krishi Bhavan, New Delhi – with the request to place the vacancy circular in the website of Department.
- 5) Notice Board/Guard File/Spare copies (10)