The Director/Project Director of all the ICAR Institutes/Project Directorate/ Bureaux/NRCs/ZCUs.

Sub.: Filling up of vacant posts of Assistant/Personal Assistant/UDC at ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora on transfer/permanent absorption basis – reg.

Sir/Madam,

The following vacant posts at ICAR-Vivekananda Parvatiya Krishi Anusandhan Sansthan, Almora are supposed to be filled through transfer/permanent absorption basis as per the under mentioned details:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Name of post</th>
<th>Number of posts</th>
<th>Pay Matrix Level</th>
<th>Eligibility Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Assistant</td>
<td>03 (UR)</td>
<td>Level 6 (Pay band Rs. 9300-34800+Grade Pay Rs. 4200/- pre-revised)</td>
<td>Persons holding analogous post in ICAR Institutes/Head quarter.</td>
</tr>
<tr>
<td>2</td>
<td>UDC</td>
<td>01 (UR)</td>
<td>Level 4 (Pay band Rs. 5200-20200+Grade Pay Rs. 2400/- pre-revised)</td>
<td>Persons holding analogous post in ICAR Institutes/Head quarter.</td>
</tr>
<tr>
<td>3</td>
<td>Personal Assistant</td>
<td>01 (UR)</td>
<td>Level 6 (Pay band Rs. 9300-34800+Grade Pay Rs. 4200/- pre-revised)</td>
<td>Persons holding analogous post in ICAR Institute/Hqrs. OR Stenographer Grade-III of ICAR Institute/ Hqrs having at least 10 years of regular service</td>
</tr>
<tr>
<td>4</td>
<td>Stenographer Gr.III</td>
<td>01 (UR)</td>
<td>Level 4 (Pay band Rs. 5200-20200+Grade Pay Rs. 2400/- pre-revised)</td>
<td>Persons holding analogous post in ICAR Institute/Hqrs.</td>
</tr>
</tbody>
</table>

As per the latest ICAR’s guidelines/instructions vide letter No. 33-8/2016-Estt.I dated 15th/19 September, 2016 the part of service rendered by the transferred employee prior to his/her transfer after availing the last promotion in the parent Institute shall not be counted for the purpose of his/her promotion to the next higher grade in the new Institute/Headquarters.

It is requested that the vacancies mentioned above may kindly be circulated amongst the eligible and desirous candidates working at your Institute/Establishment. The applications of the eligible employees who fulfill the requisite eligibility conditions and who can be relieved immediately in the event of their selection, may kindly be forwarded to this Institute in the proforma appended along with copy of their complete APAR dossiers for last five years so as to reach at this Institute on or before 30.08.2019. A certificate to the effect that no disciplinary/vigilance case is pending and/or being contemplated against the candidate(s) may also be sent.
Incomplete application(s) and those received after the prescribed date or without APAR and certificate as mentioned above or applications received not through proper channel will not be entertained.

(Y. S. Dhanik)
Senior Administrative Officer

Copy to:
1. Shri A. K. Meena, Under Secretary (CS), Indian Council of Agricultural Research, Room No. 502, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi – 110001 with reference to Council’s letter No. 4-1/2019-IA-IV (Computer No. 42319) dated 05th July, 2019.
2. The Administrative Officer, ICAR-VPKAS, Almora.
3. The Finance & Accounts Officer, ICAR-VPKAS, Almora.
4. The AAO (B&C), ICAR-VPKAS, Almora.
5. The In-charge AKMU Cell with a request to upload on Institute’s website.
APPLICATION FOR THE POST OF ________________________________ IN THE PAY MATRIX LEVEL ________________________________ AT ICAR-VPKAS, ALMORA (UTTARAKHAND).

1. Name of Candidate (In Block letters) : ________________________________
2. Name of the Institute where candidate is working now : ________________________________
3. Date of Birth & Present Age : ________________________________
4. Date of appointment on regular Basis In the present post : ________________________________
5. Educational Qualifications : ________________________________
6. Contact number : ________________________________
7. Details of service including present post

<table>
<thead>
<tr>
<th>Name of the Institute</th>
<th>Post held</th>
<th>Pay matrix level</th>
<th>From</th>
<th>To</th>
<th>Nature of duties performed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8. Whether Permanent/Temporary : ________________________________
9. Whether belongs to SC/ST/OBC/ Ex-Servicemen/PH : ________________________________
10. Any other information/particular relevant to the service of the employee : ________________________________

Declaration

I.................................hereby declare that all the statements made above are completed and correct to the best of my knowledge and belief. In the event of any information found false or incorrect at any time before or after the promotion/transfer, action may be taken against me and I shall abide by the decision of the Director, ICAR-VPKAS, Almora - 263601 (Uttarakhand).

Signature of candidate

Certificate to be furnished by the Head of Department/Office

Certified that the information furnished by the candidate has been verified from the office/service records and found correct.

Signature with Stamp

Date :
Place: