



भाकृअनुप-राष्ट्रीय प्राकृतिक रेशा अभियांत्रिकी एवं प्रौद्योगिकी संस्थान
ICAR-National Institute of Natural Fibre Engineering and Technology
(पूर्वभाकृअनुप-निरजैफ्ट Erstwhile ICAR-NIRJAFT)

भारतीय कृषि अनुसंधान परिषद INDIAN COUNCIL OF AGRICULTURAL RESEARCH

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(आईएसओ 9001:2015 प्रमाणित संस्थान ISO 9001:2015 CERTIFIED INSTITUTE)

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F.No. NINFET/3(13)A/2021/ADM-I

Date: 22.08.2022

To

The Directors/Project Directors of ICAR Institutes/NRCs/ATARIs

Sub: Filling up the following Administrative Posts on Deputation/Permanent transfer/absorption basis at ICAR-NINFET, Kolkata reg-

Sir/Madam,

It is proposed to fill up the following vacant posts under Administrative Category at ICAR-NINFET. The particulars of posts/eligibility/mode of appointment etc are detailed below:-

Sl No	Name of the Post	No. of the Post	Pay Level	Eligibility
1.	Lower Division Clerk (LDC)	02(UR)	Level-2 in 7 th CPC ₹ 19,900-₹ 63,200 (Pre-revised PB-I Rs. 5200/- to 20200/- + GP Rs.1900)	i. By deputation of regular LDCs of ICAR HQ/Institutes. The deputation shall be for a period of two years and not exceeding three years OR ii. Failing above, by transfer on permanent absorption of regular LDCs of ICAR Hqrs/Institutes.
2.	Upper Division Clerk (UDC)	01(UR) + 01 (SC)	Level-4 in 7 th CPC ₹ 25,500-₹ 81,100 (Pre-revised PB-I Rs.5200/- to 20200/- + GP Rs.2400)	i. By deputation of regular UDCs of ICAR HQ/Institutes. The deputation shall be for a period of two years and not exceeding three years OR ii. Failing above, by deputation of regular LDCs of ICAR Hqrs/Institutes having at least 8 years regular service in pay level-2. The deputation shall be for a period of two years and not exceeding three years OR iii. Failing of both above, by transfer on permanent absorption basis amongst the regular UDCs of ICAR Hqrs/Institutes.

1. The initial deputation for a period of two years which may further be extended for one year. The Director, ICAR-NINFET may revert the decision at any time. Terms & Conditions for inter-institutional transfer shall be governed by as laid down in the ICAR's Circular(s) No.33-8/2016-Estt-I dated 15th /19th Sept 2016 & F.No.Admn.7-1/2020-R&P dated 25th Nov 2020.
2. Interested Applicants may sent their applications through proper channel in the enclosed proforma addressed to the Director, ICAR-NINFET, Kolkata -700040 by Speed Post/Registered Post. The last date of receipt of application is **22/09/2022**. Applications received after the last date or otherwise incomplete applications are not likely to be considered. The Director, ICAR-NINFET, however, will reserve the right to accept/reject the applications without assigning reason thereof.
3. In case, applications are received in large numbers, criteria as prescribed by ICAR vide its Circular .No. Admn.7-1/2020-R&P dated 25.11.2020 shall be applied and /or any other criteria formulated by the Selection Committee of ICAR NINFET (in case of transfer sought on the same ground) for selection of the candidates.
4. It is requested that the above vacancies may kindly be circulated amongst the eligible and desirous candidates working at your Institutes & Regional Centres and necessary particulars alongwith applications of those candidates who fulfil the requisite eligibility criteria and **can be relieved immediately in the event of their selection** may kindly be forwarded to this Institute in the Proforma appended herewith.

The following documents may also be sent along with the application

1. Attested copies of APARs dossiers for the last three/five years.
2. Vigilance Clearance & Integrity Certificate
3. Certificate to the effect that no disciplinary proceedings are pending/contemplated against the Official.

This is issued with the approval of the Director, ICAR-NINFET

(Avijit Das)
Head of Office

I/84145/2022

**APPLICATION FOR THE POST OF UDC/PA ON DEPUTATION/TRANSFER ON PERMANENT ABSORPTION BASIS
AT ICAR-NINFET, KOLKATA**

1. Name of the Candidate (in block letters) & ERP ID:
2. Name of the Institute where candidate is working:
3. Gender:
4. Date of Birth/ Present Age:
5. Date of initial joining in ICAR:
6. Date of appointment in regular basis in the present post:
7. Whether Permanent/Temporary (mention date of confirmation):
8. Present Basic Pay with Level of Pay:
9. Whether belongs to SC/ST/OBC/Ex-SM/PH:
10. Educational qualifications giving details of examination passed from matriculation onwards:

Sl No	Name of the Board/University	Examination/Degree/Diploma passed with year of passing	Class/Division

11. Details of Service including present post:

Name of the Institute	Post Held	Scale of Pay	Period		Nature of Duties
			From	To	

12. Computer/Technical Qualification, if any:
13. Other information, if any

Declaration

I hereby declare that all the statements made above are complete 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 selection, action may be taken against me and I shall abide by the decision of the Director, ICAR-NINFET, Kolkata.

Date:

Signature of the 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. It is further certified that no disciplinary action has been taken, initiated or being contemplated against the employee.

Date:

Place

Signature of the Head of the
Office/Controlling Officer with Stamp