

F.No. 4-31/2010 (Hort – II)
Government of India
Ministry of Agriculture
Department of Agriculture & Cooperation

Krishi Bhavan, New Delhi
Dated: 29 June, 2010

To,

1. The Chief Secretary
All State Govts./UTs
2. The Secretary
Department of Horticulture/ Agriculture
All State Govts./UTs
3. The Vice Chancellor
All Agriculture Universities
4. All recognized Research Institutions
5. The Secretary (ICAR)
Krishi Bhavan, New Delhi
6. The Managing Director
All Public Sector Undertakings

Subject: Filling up the post of Chairman, Coconut Development Board (Rs.37,400-67,000 and Grade Pay of Rs.10,000/-), Kochi in the Ministry of Agriculture (Department of Agriculture and Cooperation) on deputation (including short-term contract) basis –reg.

Sir,

I am directed to say that it is proposed to fill up the post of Chairman, Coconut Development Board, Kochi in the pay scale of Rs.37,400-67,000 and Grade Pay of Rs.10,000/-, Ministry of Agriculture (Department of Agriculture and Cooperation) on deputation (including short-term contract) basis, from amongst officers of the Central Government or State Governments or Union Territories or recognized research Institutions or Agriculture Universities or Public Sector Undertakings are eligible for consideration with the following qualifications and experience: -

- (a) (i) holding post on regular basis in the grade of Joint Secretary to the Government of India; or
- (ii) with five years regular service in a post in the pay band or pay scale of Rs.37,400-67,000 (PB – 4) and grade pay of Rs.8700 or equivalent and

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(b) **Possessing educational qualifications and experience as under:-**

Ph.D. in Horticulture or life sciences from a recognized University with at least 15 years experience in horticulture development/research/ production/ extension including 5 years' experience in the field of coconut development

OR

Master's degree in management with at least 20 years' managerial experience including 10 years in horticulture development of which 5 years' experience should be in the field of coconut development.

2. The officer selected for appointment on deputation basis will have the option to draw his/her grade pay plus deputation (duty) allowance or to have his pay fixed in the scale of pay of the post in accordance with DOPT OM.NO. 2-8/97-Estt. (Pay II) dated 11-3-98 as amended from time to time.

3. It is requested that applications (in triplicate) in the enclosed proforma, along with complete and up to date annual confidential/assessment report dossiers (photocopies of the CRs are to be got attested by an officer not below the rank of Under Secretary to the Government of India) and Integrity Certificate of eligible officers who could be spared in the event of his/her selection, may be forwarded to the Under Secretary (Horticulture), Horticulture Division, Room No. 479 'B', 4th Floor, Department of Agriculture and Cooperation, Ministry of Agriculture, Krishi Bhavan, Dr. Rajendra Prasad Road, New Delhi-110001 within 60 days from the date of publication of this circular in the Employment News. While forwarding the applications it may also be verified and certified that the particulars furnished by the officers are correct and that no Vigilance case is either pending or contemplated against them and no major/minor penalty has been imposed on the officers during the last 10 years. Applications received after due date or without the CRs, Vigilance Clearance, Integrity Certificate and a statement showing major/minor penalty, if any, imposed on the officers during the last 10 years or otherwise found incomplete will not be considered.

Yours faithfully,



(Sadhna Khanna)


Under Secretary (Horticulture)

Copy for information and necessary action to:

1. The Establishment Officer, Deptt. of Personnel and Training, North Block, New Delhi.
2. All Ministries/Departments of the Government of India, with the request that the vacancy may please be given wide publicity in their subordinate and attached offices and Regional Research Institutions under their Administrative control.

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3. All attached and subordinate offices of the Department of Agriculture and Cooperation
4. Other Organizations
5. Ps to AM/PS to MOS (A&C)
6. Sr. PPS to Secretary (A&C)/PPS to Addl. Secy.(A&C)/PS to JS (NHM)/PS to HC
7. Facilitation Center, Department of Agriculture and Cooperation/US (OIA)
8. Guard File/Spare copies/Notice Board of the Department
9. EMPLOYMENT NEWS for giving wide publicity in the Employment News - Executive, DAVP, Soचना Bhavan, 10th Floor, Phase IV, CGO Complex, New Delhi-110003).
10. NIC - To put the vacancy circular on NET


(Sadhna Khanna)

Under Secretary (Horticulture)

PROFORMA

1. Name:
2. Date of Birth:
3. Date of retirement under Parent Department/organization:
4. Educational Qualifications:
5. Whether educational qualifications required for the post are satisfied. If any qualification has been treated as equivalent to the one prescribed 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)

6. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
7. Details of employment in the chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/Instn./Orgn.	Post held	From	To	Scale of pay and basic pay therein	Nature of duties performed

8. Nature of present employment i.e.ad-hoc or temporary 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

Contd....5/-

