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No.12023/06/2014-Esst-II
Government of India
Ministry of Agriculture
Department of Agriculture & Cooperation

Krishi Bhavan, New Delhi,
September ____, 2014.

19 SEP 2014

To

1. The Secretary,
Agriculture/Agriculture Production Departments.
(All State Governments/UTs)
2. The Director of Agriculture,
All State Governments/UTs.
3. The Vice-Chancellor,
All Agricultural Universities,
4. All Public Sector Undertakings/Semi Governments/Recognized Research
Institutions / Autonomous and Statutory Organizations.
5. The Secretary,
Indian Council of Agriculture Research,
Krishi Bhavan, New Delhi.

Subject:- Filling up of Four vacancies [three existing and one anticipated] on the posts of Assistant Commissioner (Crops)(Rs.10000-15200/-:pre-revised) in the Ministry of Agriculture, Department of Agriculture & Cooperation, on deputation including short term contract.

Sir,

I am directed to invite applications for filling up four vacancies [three existing and one anticipated] on the posts of Assistant Commissioner (Crops) (General Central Service Group 'A' Gazetted, non-ministerial) in the pay scale of Rs.10000-325-15200/- [pre-revised] in the Department of Agriculture and Cooperation are required to be filled up on deputation (including short term contract) basis urgently. Details of eligibility conditions for submitting applications for the above mentioned vacancies are given in Annexure-I.

2. The Officer selected on 'deputation basis' 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 DOPT OM No.6/8/2009-Estt.(Pay.II) dated 17-06-2010 as amended from time to time.

3. Applications of only such officers/candidates will be considered as are routed through proper channel and are accompanied by (i) Bio-data (in triplicate) as per proforma (Annexure-II), (ii) Photocopies of ACRs/APARs for the last five (5) years (in duplicate) duly attested on each page of each set by an officer not below the ranks of an Under Secretary and (iii) Certificates in prescribed proforma (Annexure-III).

4. It is requested that applications of suitable and eligible officers and those who can be spared immediately in the event of selections may be sent alongwith above mentioned certificates and documents directly to the Under Secretary (Pers.-II), Department of Agriculture & Cooperation, Room No.37, Krishi Bhawan, New Delhi - 110 001 within a period of 60 days from the date of publication of this advertisement in the Employment News.

5. Advance Copies of applications or those received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected outright.

Yours faithfully

(K. Sanjayan)

Under Secretary to the Government of India

Copy for information and necessary action to:

1. All Ministries/Departments of Government of India. It is requested that the vacancy may please be given wide publicity in their subordinate and attached offices, Public Sector Undertakings, Semi Government/Autonomous or Statutory Organizations,/ Recognized Research Institutions under their administrative control.
2. All attached and Sub Offices, Autonomous Bodies and Public Sector Undertakings under the Department of Agriculture & Cooperation
3. JS(Admn)/JS(Crops)/JS(TMOP)/DS(P)/DS(TMOP)/US(Crops)
4. Guard file/Facilitation Centre/Notice Board/Spare Copies.

(K. Sanjayan)

Under Secretary to the Government of India

Enclt. no. SB(2) 46215/14; dt. 16.10.14

Copy forwarded to IT cell, Directorate of Agriculture for publishing in the official website.

Girija
16-10-14
for Director of Agriculture
K. GIRIJA HUMARI
Administrative Assistant
Directorate of Agriculture
Vikas Bhavan, Trivandrum

1. Name of the Post : Assistant Commissioner (Crops)
2. No. of Posts : 4 (four) [three existing and one anticipated]
3. Classification of Post: General Central Service Group "A" Gazatted Non-Ministerial.
4. Pay Scale : Rs.10000-325-15200/- [pre-revised]
5. Age limit : 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.
6. Eligibility Conditions for appointment on deputation basis (including short term contract basis):

Officers under Central / State Governments / Union Territories / Agricultural Universities/Recognized Research Institutions/Public Sector Undertakings/Semi-Government/Autonomous or Statutory Organization:-

- (a) (i) holding analogous post on regular basis in the parent cadre/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 or equivalent in the parent cadre/Department; or
- (iii) with 6 years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs.7500-12000 or equivalent in the parent Cadre / Department; and
- (b) Possessing the following educational qualifications and experience:-
- (i) Degree in Agriculture and a Post-Graduate degree in Agriculture with specialization in any branch of Agriculture Sciences from a recognized University or equivalent.
- (ii) 5 years experience in Agricultural Development / Extension / Research in various Food and/or cash Crops.

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, deputationists shall not be eligible for consideration for appointment by promotion.

7. Place of posting:- New Delhi.

8. Period of deputation: 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 organization/Department of the Central Government shall ordinarily not exceed 4 [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 the receipt of application(s).

9. Duties and responsibilities attached to the post of Assistant commissioner (crops):

1. To work as Scheme Officer and supervise the work of respective units.
2. To assist the senior officers inter-alia in the following aspects.
3. Preparation and obtaining approval of central sector/centrally sponsored crop production oriented schemes etc and watershed development in rainfed areas.

4. Examination of States' proposals and allocation of State-wise/targets and funds and preparation of annual action plans of crop production oriented schemes and watershed development/management in rainfed areas.
5. Follow up action and monitoring etc. of implementation of the schemes, examination and scrutiny of monthly/quarterly/annual progress reports and modification or amendments of the schemes.
6. Preparation of notes for discussion on draft annual plans of States/perspective planning.
7. Preparation of agenda items and notes and minutes in connection with the various meetings as conveyed, including National & Regional level Reviews viz; Kharif, Rabi Campaigns etc.
8. To maintain a closer interaction with the research on crop production technology and watershed development in rainfed and to formulate authoritative recommendations of improved practices and modern scientific techniques leading to increase in agriculture productivity and sustainable watershed management.
9. Collection and compilation of information relating to Schemes and other related matters.
10. Formulation of new project proposals for Central assistance/international assistance.
11. Examination and formulation of programmes relating to Integrated Farming System Development and Water/Watershed Management.

ANNEXURE II

CURRICULUM VITAE PROFORMA FOR THE POST OF ASST. COMM. (CROPS)

1. Name and Postal Address
(in Block Letters) with Tel. No.

2. Date of Birth
(in Christian era)

3. Date of retirement under Central/State
Government Rules

4. Educational Qualifications

5. Whether Educational and other 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)

Criteria	Qualifications/ Experience required	Qualification / Experience possessed by the officer
Essential	(1) Degree in Agriculture and a Post Graduate degree in Agriculture with specialization in any branch of Agriculture Science from a recognized University or equivalent	
	(2) 5 years experience in Agricultural Development / Extension / Research in various food and/or Cash crops, preferably in oilseeds crops.	
Desirable	-	
Do you hold analogous post on a regular basis in the parent Cadre/ Department; or		
Have 5 years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 8000-13500/- or equivalent in parent Cadre/ Department. Or, Have 6 years' service in the grade rendered after appointment thereto on a regular basis in the scale of pay of Rs. 7500-12000/- or equivalent in parent Cadre/ Department.		

6. Please State clearly whether in the light of
entries made by you above, you meet the
requirement of the post:-

7. Details of Employment, in chronological order (Starting from entry in service). Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/ Organization	Post Held with pay scale	Period of service		Basic Pay & Pay scale (Pre-revised)	Basic Pay (revised)			Nature of appointment whether regular/ ad- hoc/ deputation	Nature of duties (in detail)
		From	To		Pay in PB	G.P.	Basic Pay		

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)

- The date of initial appointment
- Period of appointment on
deputation/contract
- Name of the parent office/
organization to which you
belong.

10. Additional details about present
employment. Please state whether working
under (indicate the name of your employer
against the relevant column)

- Central Govt.
- State Govt.
- Autonomous Organization
- Government Undertaking
- Universities
- Others

11. Please state whether you are working in the
same Department and are in the feeder grade or
feeder to 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 mention in support of your suitability for the post.

(This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular / Advertisement)

(Note: Enclose a separate sheet, if the space is insufficient).

15. Please state whether you are applying for deputation (ISTC) /Absorption/Re-employment Basis. (Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract.)

16. Whether belongs to SC/ST

17. Full postal address of forwarding authority
With name and telephone number

18. Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards/Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions /societies and (iv) any other information.

(Note: Enclose a separate sheet if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

(Signature of the Candidate)

Name of the candidate: _____

Full address of office: _____

Tel. No. / Fax No. _____

Date

Annexure-III

(Certificate to be furnished by the Employer/ Head of Office/ Forwarding Authority)

Certified that the particulars furnished by Dr./Shri/Smt. _____ are correct and he/she possesses educational qualifications and experience mentioned in the Vacancy Circular/ Advertisement.

2. Also certified that:-

- (i) There is no vigilance or disciplinary case either pending or contemplated against Dr./Shri/Smt. _____.
- (ii) His/her integrity is _____.
- (iii) Photocopies of the ACRs/APARs for the last 5 years duly attested on each page of each set by an officer of the rank of Under Secretary to the Govt. of India or above, are enclosed.
- (iv) No major/ minor penalty has been imposed on him/her during the last 10 years.*
- (v) A list of major/ minor penalty imposed on him/her during the last 10 years is enclosed.*

Place:

Dated:

Signature:

Name & Designation:

Telephone No.:

Fax No.:

Office Seal:

List of enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

*(Strike out which is not applicable.)