



भारतीय कृषि अनुसंधान परिषद  
भा.कृ.अनु.प- राष्ट्रीय शूकर अनुसंधान केंद्र  
INDIAN COUNCIL OF AGRICULTURAL RESEARCH  
ICAR-NATIONAL RESEARCH CENTRE ON PIG  
RANI, GUWAHATI-781131



F.No. 41/NRCP/2010-11

Date : 15.01.2022

To

The Directors/ Project Directors of all the ICAR Institutes/ NRCs/ATARIS and Project Directorates.

**Sub: Extension of date for submission of application for the posts of Personal Secretary, Assistant, Stenographer Gr.III, Skilled Supporting Staff, Technician T-1 (Driver) and Technical Assistant T-3..... req.**

Sir/Madam,

It is proposed to fill the following vacant post at this institute on Deputation/Permanent Absorption/Transfer basis from the eligible ICAR employees who fulfill the requisite qualifications as mentioned below:

Sl. No	Name of the post/ category/Scale of pay	No. of vacancy	Eligibility criteria
1.	Private Secretary in the Pay Level-07 (At ICAR-NRC on Pig, Rani, Guwahati)	01-UR	<b><u>ON DEPUTATION BASIS (Deputation will be initially for the period of 02 years which may further be extended as per Govt./ICAR norms.)</u></b> i. Personal Assistant (Pay Level-6) of ICAR Institutes with at least 5 years regular service in the grade. <b>OR</b> ii. Private Secretary (Pay Level-7) of ICAR Institutes.
2.	Assistant in the Pay Level-06 (04 post at ICAR-NRC on Pig, Rani, Guwahati and 01 post of KVK, Dudhnoi, Goalpara under ICAR-NRC on Pig, Rani, Guwahati)	03-UR 01-OBC 01-SC	<b><u>ON INTER-INSTITUTIONAL TRANSFER BASIS / PERMANENT ABSORPTION BASIS</u></b> i. Upper Division Clerk (Pay Level-04) of ICAR Institutes with at least 10 years regular service. <b>OR</b> ii. Assistant (Pay Level-06) of ICAR Institutes.
3.	Stenographer Gr. III in the Pay Level-04 (At KVK, Dudhnoi, Goalpara -KVK under ICAR-NRC on Pig, Rani, Guwahati)	01-UR	<b><u>ON INTER-INSTITUTIONAL TRANSFER BASIS / PERMANENT ABSORPTION BASIS</u></b> Stenographer Gr. III (Pay Level-04) of ICAR Institutes/KVKs of ICAR Institutes.

4.	Skilled Supporting Staff in the Pay Level-01 (At ICAR-NRC on Pig, Rani, Guwahati)	01-UR 02-OBC	<b><u>ON INTER-INSTITUTIONAL TRANSFER BASIS / PERMANENT ABSORPTION BASIS</u></b> Skilled Supporting Staff (Pay Level-01) working in ICAR Institutes.
5.	Technician/T1 (Driver) in the Pay Level-03 (At KVK, Dudhnoi, Goalpara -KVK under ICAR-NRC on Pig, Rani, Guwahati)	01-OBC	<b><u>ON INTER-INSTITUTIONAL TRANSFER BASIS / PERMANENT ABSORPTION BASIS</u></b> Holding the post of Technician T-1 (Driver) and above in other ICAR Institute/KVK's. Official must be appointed initially in the grade of Technician T-1 (Driver).
6.	Technical Assistant-T3 in the Pay Level-05 (At ICAR-NRC on Pig, Rani, Guwahati)	01-OBC	<b><u>ON INTER-INSTITUTIONAL TRANSFER BASIS / PERMANENT ABSORPTION BASIS</u></b> Holding the post of Technical Assistant/ T-3 and above (Animal Science having BVSC degree) in other ICAR Institute/ KVK's. Official must be appointed initially in the grade of Technical Assistant/T-3.

As regard Sl. No. 1 to 4 (Administrative/Support staff category) the guidelines & service conditions shall be governed strictly as per ICAR letter vide No. 33-8/2016 Estt-I dated 19.09.2016, No. Admn.33-8/2016-Estt.I(R & P) dated 24.10.2018 and No. Admin. 7-1/2020-R&P dated 25.11.2020.

Similarly, for Sl. No. 5 & 6 (Tech. Category), transfer & service condition shall be governed strictly as per ICAR letter vide No. F.No. TS-19(01)2002-Estt.IV dated 19.03.2020 and F.No. TS-19(6)/2020-Estt.IV dated 19.03.2021.

It is requested that the vacancy may be circulated among the eligible and desirous candidates, if any, working at your Institute/Establishment. The applications of only such candidates who can be relieved immediately in the event of their selection may please be forwarded in the proforma to the undersigned along with the attested copies of APAR for the last 5 years so as to reach this Office on or before 07.03.2022.

**Applicant who had already submitted application through proper channel in reference to earlier circular vide no. 41/NRCP/2010-11 dated 08.11.2021 and no. 41/NRCP/2010-11 dated 08.12.2021 need not to submit the application again, as their previous application will be considered.**

A certificate to the effect that 'No disciplinary cases is either pending or being contemplated' against the candidate may also be furnished while forwarding the application through proper channel.

Incomplete applications or those received after due date or without CR dossiers\ Vigilance clearance certificate will not be considered.

Encl: Proforma of application

Sd/-  
(Uttam Prakash)  
Assistant Administrative Officer

## APPLICATION FORM

**NAME OF THE POST/ CATEGORY/SCALE OF PAY:** \_\_\_\_\_

1	Name of the candidates (In Block Letters)	:	
2	Name of the Institute where the candidate is working	:	
3	(a) Postal Address	:	
	(b) Mobile No.	:	
	(c) Email Id	:	
4	(a) Date of initial appointment on DR	:	
	(b) Name of the DR post and Pay scale	:	
	(c) Functional Group	:	
	(d) Present Post & Pay Scale	:	
5	Date of Birth	:	
6	Sex (M/F)	:	
7	Whether belong to SC/ST/OBC, (attach the self attested copy of the certificate in case of SC/ST/OBC)	:	

8. Ground on which transfer is sought (Tick mark as applicable) (supporting documents must be enclosed)

- a) Medical Grounds
- b) Spouse Grounds
- c) Two years before superannuation
- d) Length of Service in difficult areas
- e) Others (Give details).....

9. Educational Qualification given details of examination passed as Matriculate and onwards:

Examination passed	Board/ University	Year of passing	Subjects	% of marks

10. Details of Technical/other qualification, if any:

11. Service Details:

Name of the Institute	Post Held	Scale of pay	Period		Nature of duties performed

I do hereby declare and certify that the information furnished above is correct and true to the best of my knowledge and belief.

Signature of the candidate with date

Certified that the above information furnished by the candidate has been verified with the service records and found correct and is free from vigilance angle and no disciplinary case is either pending or contemplated against him/her. Attested copies of APAR's for the last 5 years alongwith vigilance clearance certificate is attached.

Signature of Head of Administration with Seal