

ICAR – CENTRAL SHEEP AND WOOL RESEARCH INSTITUTE  
AVIKANAGAR (DISTRICT-TONK, TEHSIL-MALPURA)  
RAJASTHAN-304501

F.No.4(6)R/82/Admn.I/Vol.VI/ 595

Dated: 02.02.2018

To  
✓ All Directors/Project Directors of ICAR Institute/  
NRC/Project Directorates

Sub.-: Filling up of vacant posts of Upper Division Clerk (Fifteen) by promotion/deputation/transfer on permanent absorption basis at CSWRI, Avikanagar – regarding.

Sir,

It is proposed to fill up vacant posts of Upper Division Clerk (fifteen) at this Institute in Level-4 in the pay matrix(Pre-revised PB-1 Rs.5200-20200 plus Grade Pay Rs.2400/-) by promotion/deputation/transfer on permanent absorption basis amongst the eligible UDCs/LDCs of ICAR Institutes. As per requirement, the mode of recruitment and eligibility are as under:-

- By deputation of regular Upper Division Clerk of ICAR Institutes/Hqrs. The deputation shall be for a period not exceeding three years.
- By deputation of regular Lower Division Clerks of ICAR Hqrs./Institutes having at least eight years regular service. The deputation shall be for a period not exceeding three years.
- By transfer on permanent absorption of regular UDCs of ICAR Hqrs./Institutes.

The break-up of reservation will be in accordance with the following:-

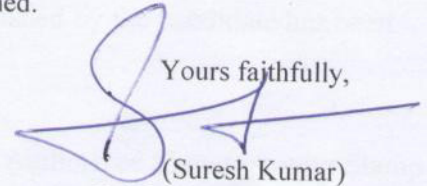
Eleven posts - Un-Reserved	(The candidates can be posted at sub-stations i.e. ARC, Bikaner (Rajasthan)/NTRS Garsa (HP)/SSRC Mannavanur (T.N.) of CSWRI, Avikanagar as per their choice)
Two Post - Reserved for SC	
Two Post - Reserved for ST	

It is informed that above vacancies may please be circulated amongst the eligible candidates working at ICAR Hqrs./Institutes as UDCs/LDCs. The application(s) of suitable and desirous candidates, who fulfill the requisite eligibility criteria, may be forwarded to the undersigned in the proforma given overleaf along with photo copies of their APARs for preceding eight years on or before 05.03.2018 positively. Application of only such candidates who can be relieved immediately in the event of their selection shall be forwarded by his/her respective employer. The deputation will be for a period of three years initially which can be extended up to five years on satisfactory performance.

The closing date for receipt of applications in CSWRI, Avikanagar is 15.03.2018. Crucial date of determining the eligibility of candidates will be the closing date of receipt of applications.

While forwarding application, a certificate to the effect that no disciplinary/vigilance case is pending or being contemplated against the candidate(s) may also be sent alongwith the application. Incomplete application and those received after the closing date or without APAR dossiers and disciplinary/vigilance clearance certificate will not be entertained.

Yours faithfully,

  
(Suresh Kumar)  
Chief Administrative Officer

Encl. : Application Form

Copy to:

- 1.The Deputy Secretary (AS), ICAR, K.B. New Delhi-110 001 for information.
2. The Deputy Secretary (Adm.), ICAR, K.B. New Delhi-110 001 for information
- 3.The Head, A.R.C., Bikaner/Head, NTRS,Garsa & OIC, SSRC, Mannavanur
- 4.Notice Board 5.Guard file
- 6.I/c ARIS Cell to upload on Institute's website: www.cswri.res.in.



**PROFORMA**

1. Name of the candidate (In Block letters) :
2. Name of the Institute where the candidate is working :
3. Postal address :
4. Date of appointment & post held at present indicating whether on Temporary/Permanent basis :
5. Date of Birth :
6. Educational Qualification giving details of examination passed as Matriculate and onwards :
7. Details of Technical/other qualifications, if any :
8. Whether belongs to SC/ST/OBC, if so indicate the same:
9. 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

Certificate that the above information furnished by the candidate has been verified with the service records and found correct.

Signature of Authorized Signatory with Stamp