

ICAR-NATIONAL BUREAU OF SOIL SURVEY AND LAND USE PLANNING
AMRAVATI ROAD: NAGPUR-440033

F.No. 3-153/16-Admn./ 7261/100

Date: 01.03.2021

To,

1. The Director/Project Directors of ICAR Research Institutes/Project Directorates/NRCs/ZPDs
2. The deputy Secretary (Admn.), ICAR, Krishi Bhawan, New Delhi-110001
3. The Deputy Secretary
4. (NRM), ICAR, Krishi Anusandhan Bhawan-II, Pusa, New Delhi-12
5. Institute web-site

Subject: Filling up the post of Assistant Administrative Officer on Deputation basis at ICAR-NBSS&LUP, Regional Centre, Bangalore of this Bureau.-reg.

Sir,

It is proposed to fill up one vacant post of Assistant Administrative Officer (Unreserved) in the Pay Matrix Level – 7 of 7th CPC (Pre-revised PB-2 Rs. 9300-34800 + Grade Pay Rs. 4600/-) at Regional Centre, Bengaluru of this Bureau on deputation basis amongst the eligible Assistant working at ICAR Headquarters/Institutes. The deputation will be for a period of not exceeding three years. The particulars of the post and eligibility are given below:

Name of Post	No. of Post	Reservation	Eligibility
Assistant Administrative Officer	01	Unreserved	Assistant in pay matrix level – 6 of 7 th CPC (Pre-revised PB-2 Rs.9300-34800+ Grade Pay Rs. 4200/-) at the respective Institutes having 5 years of regular service in the grade.

It is requested that the above vacancy may please be circulated amongst the eligible employees of your institute and regional stations and necessary particulars of such candidates who are willing to apply for the post and can be immediately relieved may be forwarded in the proforma given overleaf along with the following records:

- i) Xerox copies of APARs for last five years duly attested.
- ii) Certificate to the effect that no disciplinary proceedings are pending/contemplated against the official.

The last date of receipt of application is **20.03.2021**. Incomplete applications and those received after prescribed date or without APARs and certificates as desired above will not be entertained.

This issues with the approval of the Director, ICAR-NBSS&LUP, Nagpur of this Bureau.

Yours faithfully


(Toran Prasad)

Asstt. Administrative Officer

Encl: As above.

Application For The Post Of Assistant Administrative Officer At National Bureau Of Soil Survey & Land Use Planning, Regional Centre, New Delhi On Deputation Basis

1. Name of the candidate (IN BLOCK LETTERS) :
2. Name of the Institute where the candidate is working now :
3. Date of Birth & Age :
4. Present post held on regular basis with date of appointment and basic pay with Pay Band + Grade Pay :
5. Whether permanent/temporary :
6. Education & other qualification :
7. Whether belongs to Scheduled Tribe :
8. Brief particulars of the service including the present post

Post held	Scale of Pay	Period	Office	Nature of duties performed

9. Whether opted for ICAR Service :
10. Any other Information/particulars relevant to the service of the applicant :

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 deputation period, action may be taken against me and I shall abide by the decision of the National Bureau of Soil Survey and Land Use Planning, Amravati Road, Nagpur-440 033

Signature of the applicant

Date :

Certificate to be furnished by the Head of Department/Office

Certified that the information furnished by the candidate has been verified from the officer/service records.

Date :
Place :

Signature with seal