

भा.कृ.अनु.प. - भारतीय मक्का अनुसंधान संस्थान, पी.ए.यू. परिसर, लुधियाना - 141004  
ICAR - INDIAN INSTITUTE OF MAIZE RESEARCH, PAU CAMPUS, LUDHIANA -141004  
Website: www.iimr.icar.gov.in E-mail: iimrofficeldh@gmail.com; Tel. 0161 - 2440047

F No. Recruitment of UDC/IIMR/LDH/2020

1387/7

Dated: 23rd July, 2020

To

Director(s)/Project Director(s) of ICAR Institutes  
Project Directorate/Bureax/NRCs/ATARIs

**Subject: Filling of one post of Upper Division Clerk(UDC) in Pay level-4 (pre-revised - PB-1 Rs. 5200-20200 plus Grade Pay of Rs. 2400/- on deputation basis at IIMR HQ, Ludhiana .**

Sirs/Madams,

It is proposed to fill up one vacant post of UDC in Level 4 (pre revised PB-I Rs. 5200-20200 plus Grade pay of Rs. 2400/-) at ICAR-IIMR, Ludhiana on deputation basis as per recruitment rules:-

As per recruitment following candidates will be eligible for deputation at ICAR Hqrs.:

- I. Candidates working as per regular Upper Division Clerk at ICAR Head Quarter/Institutes. The deputation shall be for a period not exceeding three years.
- II. Candidates working as regular Lower Division Clerks at ICAR Head Quarter/Institutes having at least 8 years regular service on or before 01.07.2020. The deputation shall be for a period not exceeding three years.

It is requested that the vacancy may please be circulated among the eligible officials working at Head Quarter/ your Institute to enable them to apply for the same on the proforma given overleaf. Application of only such candidates who can be relieved immediately in the event of their selection for the above post may please be forwarded alongwith up to date CR Dossiers so as to reach to Director, ICAR-IIMR, Ludhiana within 20 days from the date of this circular.

Certificate to the effect that no vigilance/disciplinary case is pending or being contemplated against the candidate may also be furnished in the application of the official.

The application received after closing date and, incomplete application, without CR dossiers & Vigilance Clearance Certificate will not be entertained.

Yours faithfully

(Ashwani Kumar)  
Administrative Officer

1. Director (Admn), ICAR HQ, Krishi Bhawan, New Delhi
2. Under Secretary (Admn), ICAR HQ, Krishi Bhawan, New Delhi
3. Mr. Prashant Garg, Assistant to send the copies of this circular to all concerned immediately
4. Dr. Deep Mohan Mahala, Scientist, kindly upload this onto the website of Institute
5. Notice Board
6. Concerned File

7. Guard Files

**Application for the post of Upper Division Clerk In the Pay Level - 4 (Pay Band -1 Rs. 5200-20200+ Grade Pay Rs. 2400/- ) at ICAR-IIMR, Ludhiana**

1. Name of the Candidate (in block letters) :
2. Date of birth :
3. Name of the Institute where serving :
4. Designation and scale of the post presently  
Held by the applicant :
5. Whether Permanent/Temporary :
6. Whether belongs to SC/ST :
7. Educational & other Qualifications :
8. Brief particulars of the service :

Name of the Institute	Post held	Scale of Pay	Period	Nature of duties

9. Email and mobile number of the applicant :
10. Any other information/particulars relevant to  
the service of the employee :

-(Signature of the candidate)

(to be filled up by the Head of Office)

11. The above particulars furnished by the candidate has been verified from the office/service records and found correct.
12. It is certified that no vigilance/disciplinary case is pending or being contemplated against the above candidate.

Signature with Stamps