



भाकृअनुसंधान-भारतीय मक्का अनुसंधान संस्थान  
पी.ए.यू. परिसर, लुधियाना-141004, पंजाब (भारत)  
**ICAR-INDIAN INSTITUTE OF MAIZE RESEARCH**  
PAU Campus, Ludhiana-141004, Punjab (India)



F. No. 4-71/Estt./IIMR/2023/649/5  
Computer No: 244704

Dated 31.05.2023

To

All the Directors/Project Director of  
ICAR Research Institute/NRCs/ATAARIs

Sub: Filling up of the Administrative posts on deputation at ICAR-IIMR, Ludhiana-reg.

Sir/Madam,

It is proposed to fill up the following vacant posts under Administrative category on deputation basis from eligible candidates working in ICAR Headquarter/Institutes/NRCs/Project Directorate etc. The particulars of the post and eligibility are as given below:

Sr. No.	Name of the post	No. of Post	Pay Level as per 7 <sup>th</sup> CPC	Eligibility
1	Assistant Administrative Officer	One (01)	Pay Level-7	By deputation of Persons holding analogous post i.e., Assistant Administrative Officer at any ICAR Institutes/NRCs/Project Directorate etc.  OR By deputation of regular Assistants (Pay Level-6) of 7 <sup>th</sup> CPC Pay matrix at ICAR Headquarter/Institutes/NRCs/Project Directorate etc. having at least 5 years' regular service in the grade.  The deputation shall be for a period not exceeding three years.
2	Assistant	Seven (07)	Pay Level-6	By Deputation/transfer of regular Assistant of ICAR Hqrs./ICAR Institutes/NRCs/Project Directorate.  OR By deputation of regular UDC of ICAR Hqrs./ICAR Institutes having at least 10 years regular service in the grade.  The deputation shall be for a period not exceeding three years

3	Upper Division Clerk	Two (02)	Pay Level-4	By deputation of regular Upper Division Clerk of ICAR Hqrs./Institutes/NRCs/Project Directorate. OR Failing above, by deputation of regular Lower Division Clerks of ICAR Hqrs./Institutes/NRCs/Project Directorate having at least 08 years regular service in the grade.  The deputation shall be for a period not exceeding three years.
4	Lower Division Clerk (LDC)	Two (02)	Pay Level-2	Candidates holding Analogous post i.e., Lower Division Clerk on substantive basis in the pay level 2 of ICAR Hqrs./Institute/NRCs/Project Directorate.  The deputation shall be for a period not exceeding three years.

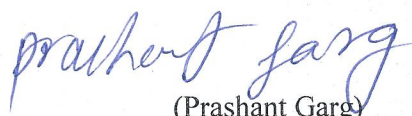
The above Deputation will be regulated as per ICAR guidelines.

It is requested that the above vacancies may be circulated amongst the eligible and desirous candidates working at your Institute/regional stations/Directorate. Application of those candidates who fulfil the requisite eligible conditions and can be relieved immediately in the event of their selection may kindly be forwarded to this Directorate in the prescribed proforma which is enclosed herewith along with their APAR dossiers for the last five years so as to reach this Directorate on or before 30.06.2023.

A certificate to the effect that no disciplinary/ vigilance case is pending/ being contemplated against the candidate may also be forwarded along with the application. Incomplete applications or those received after the prescribed due date or without CR dossier/ Vigilance clearance certificate will not be considered.

Encl: Proforma of application

Yours faithfully

  
(Prashant Garg)  
Assistant Administrative Officer  
31/05/2023

Copy to:

1. The Director (CS), ICAR, KrishiBhawan, New Delhi-110001
2. The Deputy Secretary (Admin), ICAR, KrishiBhawan, New Delhi-110001
3. PS to the Director, ICAR-IIMR, Ludhiana
4. Vigilance Officer, ICAR-IIMR, Ludhiana
5. Notice Board

**Application Proforma for the post of AAO/Assistant/UDC/LDC at ICAR-IIMR,  
Ludhiana, (Punjab)**

1.	Name of applicant & (FMS No.)	
2.	Father's / husband's Name	
3.	Gender : Male / Female	
4.	Date of Birth & Age	
5.	Name of the ICAR Institute where applicant is working at present	
6.	Present post held on regular basis with date of appointment	
7.	Date of confirmation/post held substantively	
8.	Whether belongs of SC/ST/OBC/Physically handicapped	
9.	Educational Qualification :	Matric – Sr. Secondary – Graduation – Post-Graduation – Others, if any –
10.	Email address (preferably ICAR email ID i.e. @icar.gov.in) and Mobile No.	
11.	Any other information / particulars relevant to the service of the employee	

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

Date:

(Signature of the Applicant)

**Certificate to be furnished by Head of Deptt. / Office**

It is certify the information furnished by the candidate has been verified from the office / service record and found correct.

Signature with seal of the Head of Office/Head of Department