



भाकृअनुप-राष्ट्रीयपशुरोगजानपदिकएवंसूचनाविज्ञानसंस्थान  
ICAR-National Institute of Veterinary Epidemiology and Disease Informatics

रामगोंडनहल्ली, येलाहंका, बेगलुरु- 560064

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F. No.12-29/Rectt./AAO/NIVEDI/2022

Dated: 18.07.2023

To

1. All the Directors/Project Directors of ICAR Research Institute/NRCs/ATARI's
2. The Under Secretary (Admn.) ICAR- Krishi Bhavan, New Delhi-110 001
3. The Under Secretary (AS) ICAR- Krishi Bhavan, New Delhi-110 001

Sub: Filling up of one post of Assistant Administrative Officer (UR) at ICAR-NIVEDI, Bengaluru, Karnataka on Deputation / Permanent Absorption basis- reg.

Ref: ICAR Recruitment Rule (Group B) vide OM No. Admn.11-22022-R&P dated 07.06.2023

Sir/Madam,

The Director, ICAR-National Institute of Veterinary Epidemiology and Disease Informatics, Bengaluru invites application from amongst the eligible candidates working at ICAR Headquarters/ICAR Institutes/State Government/Union Territories/Autonomous Bodies /PSU to fill the following vacant post of Assistant Administrative Officer (AAO) by deputation / Permanent Absorption basis. The particulars of post/eligibility etc., are detailed below:

Sl. No.	Name of Post & Place of Posting	No of Post	Scale of pay	Eligibility criteria
1	Asst. Administrative Officer ICAR-NIVEDI, Bengaluru	01 (UR)	Level 7 in 7 <sup>th</sup> CPC Pay Matrix	Persons holding the analogues post i.e., Assistant Administrative Officer on regular basis in parent cadre / department and eligible  <b>OR</b>  Having 5 years of regular service in the Pay Level -6 (Pre-revised Pay Band-2, Rs.9300-34800 with Grade Pay of Rs.4200) in parent cadre / department

Note:

1. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed 3 years.
2. Preference in deputation will be given to the officials of ICAR System
3. The departmental officials in the feeder category, who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.
4. The maximum age limit for appointment on deputation / deputation (including short term contract) shall 'not exceeding fifty-six years' on the closing date of receipt of application
5. The official, who initially comes on deputation and considered suitable for the post, will be permanently absorbed by the appointing authority, if no incumbent is available in the feeder cadre, in accordance with guidelines of DoPT / Gol and the parent Department agrees to the proposal of permanent absorption.

It is requested that the above vacancy may kindly be circulated widely amongst the eligible and desired candidates, working in your Institute and also in the Regional Stations. Applications of only such candidates who can be relieved immediately in the event of their selection may please be forwarded in the enclosed proforma along with his/her attested copies of Annual Performance Appraisal Report (APAR) dossiers for the last five years. A certificate to the effect that no disciplinary / vigilance case is pending or being contemplated against the candidate along with Integrity Certificate may also be furnished while forwarding the application through proper channel.

The applications received without APAR Dossiers, vigilance Clearance and Integrity certificate will not be entertained. THE APPLICATION SHOULD REACH THIS OFFICE ON OR BEFORE **15.08.2023**

Yours faithfully

  
Administrative Officer

Encl: As stated

Distribution:

- 1 The Officer-in-Charge, Web Management, ICAR-NIVEDI with request to upload the same in NIVEDI website
- 2 Dr. Awadhesh Prajapathi, ACTO with a request for publishing in e-office Notice Board of ICAR.

**APPLICATION FOR THE POST OF ASSISTANT ADMINISTRATIVE OFFICER ON DEPUTATION /TRANSFER BASIS AT  
ICAR-NIVEDI, BENGALURU, KARNATAKA**

1	Name of the candidate(in block letters)			
2	Name of the Institute / Office where presently working with postal address			
3	Date of Birth and present age			
4	Present post held on regular basis with date of appointment			
5	Present basic pay with pay Level			
6	Category - SC/ST/OBC/PH (Scan copy of certificate to be attached)			
7	Address for Communication			
8	Phone No			
9	E-mailAddress			
10	Educational and other Qualification			
11	Brief description of the service including present post :			
	Name of the Institute / Office	Post held	Scale of pay	Nature of duties
12	Any other relevant information			

Signature of the Candidate

**DECLARATION**

I ..... hereby declare that I have carefully read and understood the instruction and particulars on this application and that all entries in this form are true to the best of my knowledge and belief.

Date:

Signature of the candidate

**CERTIFICATE TO BE FURNISHED BY THE HEAD OF OFFICE**

Certified that the particulars furnished above have been verified from the Service records of the applicant and found correct. Attested copies of APAR's of the candidate for the last five years enclosed. It is also certified that no vigilance / disciplinary case is pending or being contemplated against him/her.

Date:

Place:

Signature with stamp of the Head of Office