



# भाकृअनुप-मूँगफली अनुसंधान निदेशालय

(विगत नाम: राष्ट्रीय मूँगफली अनुसंधान केन्द्र)  
इवनगर रोड, पोस्ट बॉक्स नं 5, जूनागढ़ 362001, गुजरात, भारत

## ICAR-Directorate of Groundnut Research

(Formerly: National Research Centre for Groundnut)  
Ivnagar Road, PO Box No. 5, Junagadh 362001, Gujarat, India



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email: [estta.dgr@icar.gov.in](mailto:estta.dgr@icar.gov.in); [hoa.dgr@icar.gov.in](mailto:hoa.dgr@icar.gov.in)

F.NO.2(3)/Estt/2021/ 1375

Date: 05.12.2023

To

The Director/Project Director  
All the ICAR Institute/Directorate  
/NRC's/ZCU's

**Sub.: Filling up the post of Asstt. Admn. Officer and UDC on deputation & permanent absorption basis at ICAR- DGR, Junagadh — reg.**

Sir/Madam,

The Director, ICAR-Directorate of groundnut research Junagadh invites applications from amongst the eligible candidates working at ICAR Institutes, Headquarters/ Project Directorate/ NRCs etc. for the post of Asstt. Admn. Officer, vacant at this Institute on deputation & permanent absorption basis. The particulars of the post & eligibility etc. are detailed below:

Sl. No.	Name of Post	Number of vacancy	Pay Level	Eligibility
1.	Assistant Administrative Officer	01	Pay Level-7	<p>(i) Holding the analogous post on regular basis in parent cadre/department and eligible:</p> <p><b>Or</b></p> <p>(ii) Having 5 years of regular service in the pay Level-6 (Pre-revised Pay Band-2, Rs. 9300-Rs.34800 with Grade pay of Rs. 4200) in present cadre/department.</p>
2.	UDC	02	Pay Level-4	<p>The officials if ICAR System or Central Govt. or Union Territories or Autonomous bodies or PSUs</p> <p>(i) Holding the analogous post on regular basis in parent cadre/ department</p> <p><b>Or</b></p> <p>(ii) Having 8 years of regular service in pay level-2 in parent cadre/department.</p>

Note:-

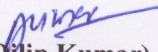
- Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not to exceed 3 years.
- Preference in deputation will be given to the officials of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

It is requested that the vacancy may please be circulated amongst the eligible and desirous candidates, working at your Institute and also in regional stations. Application 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 the attested copies of APAR for the last 5 years. A certificate to the effect that no disciplinary/vigilance case is pending or being contemplated against the candidate(s) along with integrity certificate may also be furnished while forwarding the application through proper channel.

The application received without APAR/CR dossiers or vigilance clearance or integrity certificate will not be entertained. The applications should reach this office on or before 1<sup>st</sup> January 2024.

**Encl.: Application Form**

**Yours faithfully**

  
**(Dilip Kumar)**

**Administrative Officer**

**Copy to:-**

1. The Director (Administration) ICAR, Krishi Bhawan, New Delhi — 110 001 for information.
2. The DS/US (Admn.), ICAR, Krishi Bhawan, New Delhi — 110 001 for information.
3. The DS/US (AS), ICAR, Krishi Bhawan, New Delhi — 110 001 for information.
4. PS to Director, ICAR- DGR, Junagadh .
5. Nodal Officer, e-office, ICAR- DGR, Junagadh please upload the notification on e-office notice board.
6. I/c ARIS, ICAR- DGR, Junagadh, with the request to kindly upload the notification on the Institute's website & create a link for the above posts.

## PROFORMA

### APPLICATION FOR THE POST OF \_\_\_\_\_ AT ICAR-DGR, JUNAGADH

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 UR/SC/ST/OBC/EWS : \_\_\_\_\_
7. Education & other Qualification : \_\_\_\_\_
8. Brief particulars of the service

Name of the Institute	Post held	Scale of pay	Period from to	Nature of duties performed

9. Any other information/particulars relevant to the service of the employee :
10. Email and mobile no. of the applicant :

#### Declaration

I..... do hereby declare that particulars furnished by me above 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 selection, action may be taken against me and I shall abide by the decision of the Director, ICAR-Directorate of Groundnut Research Junagadh.

Signature of the applicant

Place:

Date:

#### Certificate to be furnished by the Head of the Department/Office

1. The information furnished by candidate has been verified from the office/service record and found correct.
2. It is certified that no vigilance/disciplinary case is pending or being contemplated against the above candidate.

Signature with seal

Place:

Date: