

**ICAR-CENTRAL COASTAL AGRICULTURAL RESEARCH INSTITUTE  
ELA, OLD GOA**

F.No. 4(84)/2011/T-6/Estt.

Date: 25-5-2015

**ADVERTISEMENT 01/2015**

Applications are invited from eligible candidates for filling up the following posts at ICAR-Central Coastal Agricultural Research Institute, Old Goa, under the administrative control of Indian Council of Agricultural Research:-

Sr.No.	Name of the post	Number of post & category	Pay band	Essential Qualification	Desirable qualification	Age
1.	Subject Matter Specialist (Agronomy)-KVK (Category-III)	One post (Unreserved)	PB-3 Rs. 15600-39100 /- + Grade Pay Rs.5400/-	Master's degree in Agriculture with specialization in Agronomy or equivalent qualification from a recognized University.	-Two years working experience in the relevant field. -Knowledge of Computer Application. -Writing/Speaking knowledge of Konkani/Marathi.	18-35 years
2	Subject Matter Specialist (Horticulture) KVK (Category-III)	One post (Reserved for OBC)	PB-3 Rs. 15600-39100 /- + Grade Pay Rs.5400/-	Master's degree in Agriculture with specialization in Horticulture or equivalent qualification from a recognized University	Two years working experience in the relevant field. -Knowledge of Computer Application. -Writing/Speaking knowledge of Konkani/Marathi.	18-35 years (Relaxation in upper age as per rules).
3	T-4 (Farm Manager) – KVK (Category-II)	One post (Unreserved).	PB-2 Rs.9300-34800 + Rs.4200/-	Bachelor's degree in Agriculture or equivalent qualification from a recognized University.	M.Sc. (Agriculture) in Agronomy/Soil Science/Horticulture/Animal Science. -Experience in farm management. -Knowledge of Computer Application. -Writing/Speaking knowledge of Konkani/Marathi.	18-30 years
4	Technician (Field)	Two posts	PB-1 Rs.5200-	Matriculation with at least	Diploma/Bachelor's	18-30 years

	Assistant) under Field and Farm Technician (Category-I)	(one Unreserved and one reserved for OBC)	20200/- Grade Pay Rs. 2000/-	one year Certificate in Agriculture from a recognized Institution.	degree in Agriculture. -Experience in farm operations. -Proficiency in Computer operations.	(Relaxation in upper age as per rules).
5	Stenographer Grade.III	One post (Unreserved)	PB-1 Rs.5200-20200/- Grade Pay Rs. 2400/-	<u>Educational:</u> 12 <sup>th</sup> Class pass or equivalent from a recognized Board or University. <u>Professional efficiency:-</u> the candidates will be given one dictation test in English or in Hindi at 80 w.p.m. for 10 minutes. The candidates who opt to take the test in English will be required to transcribe the matter in 50 minutes on computer and the candidates who opt to take the test in Hindi will be required to transcribe the matter 65minutes on computer.	Working knowledge in Computers .	18-27 years (The upper age is also relaxable up to 45 years in the case of serving regular employees of ICAR in the administrative (ministerial) category).
6	Lower Division Clerk	One post (Reserved for OBC)	PB-1 Rs..5200-20200/- + Grade Pay Rs..1900/-	i) 12 <sup>th</sup> Class or equivalent qualification from a recognized Board or University. ii) A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH on an average of 5 key depressions for each word)	Working knowledge in Computers	18-27 years (Relaxation in upper age as per rules).

**Instructions for the Posts at Sr.No.1 to Sr. No.4:**

- Written and practical examination will be conducted for the said posts, as per ICAR guidelines issued from time to time.
- The medium of examination will be English/Hindi as opted by the candidate in the application.

**Instructions for the Posts at Sr.No.5 & 6:**

- Written examination will be conducted for the said posts.
- For posts at Sr. No. 5, candidates who pass the written test would be required to qualify in a stenography test as a part of the examination.
- For posts at Sr. No. 6, the candidates will have to qualify in the typing test.
- The Successful candidates, who attains the minimum qualifying marks and qualify in the stenography/typing test will be called for personal interview.
- The medium of examination will be English/Hindi as opted by the candidate in the application form.

The crucial date for determining the age limit, educational qualifications, experience etc. will be the closing date for receipt of applications. i.e. **03-07-2015**.

**General Instructions for candidates:-**

1. Duly completed application form should be submitted in the proforma appended, accompanied by a latest passport size photograph, attested copies of certificates in proof of age, educational qualification, mark sheets, experience, caste status(in case of SC/ST/OBC certificate issued by the Competent Authority in the prescribed form). OBC certificate issued by the Competent Authority in the prescribed form clearly indicating the Non Creamy layer status.
2. Separate applications in the prescribed proforma for each post should be sent in separate envelopes. Sending more than one application in one envelope will be rejected. Name of the post applied for should invariably be mentioned on the top of the envelope and application should be addressed to the Director, ICAR –Central Coastal Agricultural Research Institute, Ela, Old Goa.
3. The prescribed qualifications are minimum and enhanced qualification do not entitle candidates to be called for written test. Where the number of applications received in response to advertisement is large, it will not be convenient or possible for the Institute to call all the candidates for written test. The Director, Central Coastal Agricultural Research Institute, reserves the right to fix the criteria for calling the candidates.
4. The Director, ICAR -Central Coastal Agricultural Research Institute, reserves the right to shortlist the candidates for written test, after due screening of applications, on the basis of qualifications, experience etc.

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5. The post is Non-Government under the Indian Council of Agricultural Research which will be governed by New Pension Scheme introduced by Govt. of India w.e.f 01-01-2004 mutatis mutandis as amended or modified from time to time.
6. The post is purely temporary but likely to continue.
7. Persons already employed should route their application through proper channel.
8. **The application in the prescribed format completed in all respect along with a demand draft of Rs.300/-, drawn in favour of “ICAR Unit ICAR-Central Coastal Agricultural Research Institute, Ela, Old Goa.” should reach the Director, ICAR-Central Coastal Agricultural Research Institute, Ela, Old Goa 403 402, on or before 03-07-2015. The application fee is non refundable**

9. For Research Associates/Senior Research Fellows who have been engaged on contractual basis in different Institutes under ICAR as on 12-12-2011 are eligible for relaxation in the upper age limit to the extent of their spell during which they were actually engaged as RAs/SRFs in different projects (maximum 16 years 3 months). A break of more than 6 months may not be accepted and may be treated as an inordinate spell of break. An employment certificate indicating the name of the project and the exact period the incumbent worked in each project, may be obtained from the competent authority and enclosed along with the application. The application without experience certificate will be disqualified. The age relaxation is applicable for the posts of SMS only. This dispensation is only for relaxing the maximum age limit and does not imply any other relaxation whatsoever regarding essential qualification and experience etc.
10. No fee for SC/ST/PH and female candidates.
11. No TA/DA will be paid for appearing in written test examination.
12. Incomplete/unsigned applications will not be considered.
13. Application received after the due date for any reason including postal delays will not be entertained.
14. No correspondence will be entertained from the candidates for selection/test/interview/appointment. Canvassing in any form will be treated as disqualification.
15. Shortlisted candidates will be called for written examination/typing test & interview, as per the ICAR guidelines issued from time to time.
16. All the candidates in the ICAR service/Govt. Service whether in a permanent or in temporary capacity or as work charged employees, other than casual or daily rated employees, will be required to submit an undertaking that they have informed in writing to their Head of Office/Department that they have applied for the examination.
17. The candidates are required to give a declaration stating whether he/she is related to any employee of the ICAR-CCARI, Goa or any Institute of ICAR and if so, the details of relationship should be mentioned in the application.
18. In the case the candidate do not indicate the medium of Written/Typing Test at Serial No.11 of the application form, this Institute will consider English as the medium for the test and such candidates will not be allowed to change the medium at a subsequent stage.
19. The applicant must ensure that while filling the application form, they should provide their valid and active e-mail Ids as the office may use electronic mode of communication while contacting them at different state of recruitment process. Applicants are advised to check their emails at regular intervals

ADMINISTRATIVE OFFICER

### APPLICATION FORM

	affix recent photograph of the candidate
<b>Application for the post of</b>	
1. Name in full (in Block Letters)	
2. Father's/Husband 's name	
3. Nationality	
4. Place & Date of Birth	
5. Age	
6. Sex (Male /Female)	
7. Full Address with pin code	
8. Whether belong to SC/ST/OBC/PHC/Defence Service Personnel/Border Security Forces etc. If yes, state name of caste & enclose attested copy of the caste certificate and other documents duly attested by a Gazetted Officer.	
9. Domicile (Name of the State)	
10. Name of Employment Exchange Registration No., if any.	
11. Medium of written test (English/ Hindi)	
12. Medium of Typing test (English/ Hindi) (for post at Sr.No.5 & 6)	
13. Medium of stenography test (English/Hindi) (for post at Sr.No.6)	
14 Education /Technical Qualification	
15. Experience if any	
16. Any other information the candidate may like to add.	

17. Whether any relative is working in ICAR-CCARI, Goa/ ICAR ( if so give his/her name & address)	
18. E-mail address	
<p>Declaration :</p> <p>I hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that incase any of the particulars furnished by me are found to be false or incorrect at any stage, my application/candidature is liable to be summarily rejected and my services is liable to be terminated.</p> <p>I also declared that (I) I have never been punished or debarred from Govt. (Central/State), Autonomous Organizations and ICAR service (II) I have not been convicted by a court of law for any offence. In the event of any information being found false or incorrect or ineligibility being detected any time before or after the interview, action may be taken against me, and I shall be bound by the decision of the Employers.</p>	

Place:

Signature of the Candidate.