



भा.कृ.अनु.प.- कृषि प्रौद्योगिकी अनुप्रयोग अनुसंधान संस्थान  
भारतीय कृषि अनुसंधान परिषद  
उमियम (बड़ापानी), रि-भोई, मेघालय - ७९३१०३  
ICAR - Agricultural Technology Application Research Institute  
Indian Council of Agricultural Research  
Umiam (Barapani), Ri-Bhoi, Meghalaya - 793103  
(ISO 9001:2015 certified organisation)

Telephone : 0364-2570081 :: Fax - 0364-2570081, 2570396 :: Email - icarzc3@gmail.com :: Website - http://icarzc3.gov.in

F.No. Adm/2-14/2010/Rectt/ part-II

Date : 28.4.2022

To,

All Directors of ICAR Institutes/ NRCs/Directors ICAR-ATARI /Head of stations of ICAR Institutes.

Sub : Filling up of one post of Assistant Administrative Officer at ICAR-ATARI, Zone – VII, Umiam (Barapani).

Sir/Madam,

It is proposed to fill up of one vacant post of Assistant Administrative Officer at this institute immediately on deputation/permanent/absorption/ transfer basis among the eligible ICAR employees of the ICAR Hqrs/Institute who fulfill the requisite qualification as mentioned below:

Name of the post	No. of post	Scale of Pay	Eligibility
Assistant Administrative Officer	01 (UR)	Pay level -7 Pre-revised Rs. 9300-34800/- + GP Rs. 4600/-	By deputation/Transfer of regular AAO's of ICAR Hqrs/ICAR Institutes.  OR  By deputation of regular Assistant of ICAR Hqrs/ICAR Institutes having at least 5 years regular service in the grade.

The deputation period will be regulated as per ICAR/DOPT guidelines.

It is requested that the above vacancy may please be circulated widely and the application of suitable and desirous candidate who fulfill the requisite qualification etc. may kindly be forwarded in the enclosed proforma along with his/her up to date CR Dossiers for the last five years (2016-17 to 2020-21) or as applicable for the candidate so as to reach the undersigned on or before 10<sup>th</sup> June, 2022. Application of only such candidate may please be forwarded who can relieved immediately on the event of his/her selection for the appointment. A certificate to the effect that no disciplinary/vigilance case is pending or being contemplated against the candidate may also be sent. Incomplete application and those not forwarded through proper channel or without CR Dossier and certificate as desired above may not be entertained.

Yours faithfully,

*Amrutha* 28/04/22

I/c Administration

Copy to :

1. The Director (Admn.), ICAR, Krishi Bhavan, New Delhi – 110014.
2. Director (GAC&Agril. Extn.) Krishi Anusandhan Bhavan, Pusa New Delhi.
3. ACTO, ICAR-ATARI-VII, for uploading at ICAR-ATARI, Umiam website.

I/c Administration

**ICAR-AGRICULTURAL TECHNOLOGY APPLICATION RESEARCH  
INSTITUTE, ZONE -VII, UMIAM(BARAPAND)**

**PROFORMA**

1. Name of the candidate :  
(in block letters)
2. Name of the Institute where :  
Presently working
3. Address for correspondence :
4. Date of appointment on regular :  
Basis in present post
5. Whether Permanent or temporary :
6. Date of birth :
7. Educational / Profession :  
Qualification
8. Whether belong to SC/ST :
9. Service details :

Name of the Institute	Post held	Scale of pay	Period		Nature of duties
			From	To	

10. Any other information relevant to the application :

Date:

SIGNATURE OF THE CANDIDATE

**CERTIFICATE BY THE HEAD OF OFFICE**

It is certified that particulars furnished at Sl.No. 1 to 10 above has been verified and found correct.

Date :

SIGNATURE OF HEAD OF OFFICE