



Project Directorate on Foot and Mouth Disease (Indian Council of Agriculture Research)

IVRI Campus, Mukteshwar-263138, Nainital-Uttarakhand
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F.No. 17/2007-PDFMD

Application in the prescribed Proforma are invited for the following posts at this Directorate under the Administrative Control of ICAR, New Delhi.

Sl. No.	Name of the Post and Pay Scale	Total Number of Post & Category	Qualification	Age Limit
1	Stenographer (English) in the pay band of Rs. 5200-20200 with grade pay of Rs. 2400 PB-1 revised scale	01 (Un-reserved)	Essential :- i) Matriculation or its equivalent ii) Knowledge of Computer iii) Professional efficiency Skill Test norms: The candidates will be given one dictation test in English at 80 w.p.m. for 10 minutes. The candidates are required to take dictation in shorthand and transcribe the matter in 65 minutes on manual typewriter or 50 minutes on computer.	18-27 years. Relaxable to SC/ST/OBC/PWD (Persons with disabilities) candidates as per the Government of India rules. Date for determining the age limit shall be the closing date for receipt of applications from candidates. The upper age is also relaxable upto 45 years in the case of serving regular employees of ICAR in the Administrative (Ministerial) Category.
2	Lower Division Clerk in the pay band of Rs. 5200-20200 with grade pay of Rs. 1900 PB-1 revised scale	01 (Un-reserved)	i) Matriculation or its equivalent ii) Proficiency in typewriting at a minimum speed of 30 w.p.m. in English or 25 w.p.m. in Hindi on manual typewriter. Candidates who pass the written part of the examination would be required to qualify in a typewriting test with a minimum speed of 30 words per minute in English or 25 words per minute in Hindi on manual typewriter Or a typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word as part of the examination.	18-27 years. Relaxable to SC/ST /OBC/PWD (Persons with disabilities) candidates as per the Government of India rules. Date for determining the age limit shall be the closing date for receipt of applications from candidates. The upper age is also relaxable upto 45 years in the case of serving regular employees of ICAR

General Instruction for the Candidates:-

- The posts are temporary but likely to continue. The selected candidates are liable to serve in any institute of ICAR anywhere in India.
- The prescribed qualification are minimum and qualification do not entitle candidates to be called for test / interview. The Institute has the right to fix criteria for screening the application. Only shortlisted candidates will be called for interview.
- The posts are 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 and as amended from time to time.
- Attested copies of Caste Certificate, qualification, mark sheets and experience certificates, certificate of date of birth, etc. should be enclosed with each application. Application without enclosures or incomplete in any respect or received after the due date will not be considered.
- Candidates serving in Govt./Autonomous bodies/ ICARI institutes should submit their application through proper channel.
- Candidates fulfilling the required eligibility may apply giving full particulars on a plain paper neatly typewritten/ computerized along with recent passport size photograph in the format enclosed.
- No TA/DA is admissible for attending test/ interview. However, SC/ST candidates will be paid 2nd class train / ordinary Govt. bus fare by the shortest route, as per rules, on production of proof.
- The last date for receipt of application is **30 days** from the date of publication of the advertisement in the Employment News.
- The application complete in all respects should reach the Project Director, PROJECT DIRECTORATE ON FOOT AND MOUTH DISEASE, MUKTESHWAR - NAINITAL (UTTARAKHAND)-263138 along with an application fee (non- refundable) of Rs. 100/- (Rupees one hundred only) fee in the shape of Cross DD drawn in favour of "ICAR unit: PD FMD A/C" payable at SBI, Mukteshwar, Nainital. Candidates belonging to SC/ST category are exempted from payment of application fee. Persons with disabilities are also exempted from payment of fee subject to submission of prescribed medical certificate. Separate application with separate fee is required for each post. Application without fee will not be considered.
- The envelope containing the application should be superscribed "APPLICATION FOR THE POST OF....."
- No correspondence will be entertained from the candidates. Canvassing in any form will be treated as disqualification.
- The Competent Authority reserves the right to enhance, reduce or to cancel the posts and right to cancel the examination at any stage without assigning any reason whatsoever.
- Information can also be downloaded from our website: www.icar.in

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Project Director