



ICAR- CENTRAL INSTITUTE OF FISHERIES EDUCATION

(Deemed University)

Panch Marg, Off Yari Road, Versova,
Andheri (West), Mumbai-400061

Tel. No. 022-26361446/7/8, Fax No. 022-26361573

Web Site : www.cife.edu.in



F.No. 18(1)/2017/Estt/

Dated 2nd March, 2020

To

1. The Director/Project Director/ All the ICAR Institute/Directorate/Bureau/ NRC's.
2. The Director (Admn.), ICAR Head Quarter, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi – 110 001.

Subject: Filling up the following Administrative Post on deputation basis at ICAR – CIFE, Mumbai – reg.

Sir,

The Director, ICAR – Central Institute of Fisheries Education, Mumbai invites application from amongst the eligible candidates working at ICAR Institutes, Headquarters/ Project Directorate/ NRCs, etc. for the post of **Personal Assistant (01 No.)** at this Institute on deputation basis. The particulars of the post and eligibility for deputation are detailed below:-

Sl. No.	Name of the post	No. of Post	Pay band & Grade Pay	Essential requirement and eligibility
1.	Personal Assistant	01 (One)	Pay Level 6 in the New Pay Matrix of 7 th CPC (Pre-revised PB 2 Rs.9300-34800 + Rs. 4200/- (GP))	Stenographer Grade III working in other ICAR Institutes on regular basis; OR With ten years regular service in the Stenographer Grade III as per 7 th CPC Level 4 (Pre-revised PB 1 Rs. 5200 – 20200 + 2400 (GP)) or equivalent.

The Period of Deputation initially for a period of Two Years for the post. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on closing date of receipt of application.

... 2/-

:: 2 ::

It is requested that the above vacancy may kindly be circulated amongst the eligible candidates working at your Institute/ Regional Stations and necessary particulars of such candidates who are willing to apply for the post and can be relieved immediately may be forwarded in the prescribed proforma at **Annexure-A**, addressed to **Senior Administrative Officer, ICAR-CIFE, Mumbai** (enclosed with this notification) along with the following records:

1. Photo copies of APARs for the last Five Years duly attested,
2. Certificate to the effect that No Disciplinary/ Vigilance Case is pending or being contemplated against the candidate(s) along with Integrity Certificate.

The last date for the receipt of the application through proper channel along with all relevant documents is **31st March, 2020**. Incomplete applications and those received after the prescribed date or without APARs and certificate as mentioned above or applications received not through proper channel will summarily be rejected. The Director, ICAR – CIFE, Mumbai reserves the right either to fill up or otherwise without assigning any reason thereof.

Yours faithfully,



(P.J. Davis)

Sr. Administrative Officer

Encl: Proforma