



भाकृअनुप - राष्ट्रीय पशु पोषण एवं शरीर क्रिया विज्ञान संस्थान

आडुगोडी, बेंगलूरु - 560 030

कृषि अनुसंधान एवं शिक्षा विभाग, भारत सरकार

ICAR - National Institute of Animal Nutrition and Physiology

Adugodi, Bengaluru - 560 030

Department of Agricultural Research and Education, Government of India



F.No. NIANP/2-2(16)/Estt/2010-11/

October 11, 2022

To

All the Director / Project Directors of ICAR Research Institutes / Burex/ NRCs

Sub: Filling up the following Administrative Posts on deputation basis at ICAR-NIANP, Bengaluru-reg.

Sir/Madam,

It is proposed to fill up one post of Private Secretary on deputation basis amongst the eligible candidates at ICAR-NIANP Bengaluru. The particulars of the post, eligibility, etc. are detailed below:

Sl. No.	Name of the Post	No. of posts	Pay Level (7 th CPC)	Eligibility criteria (as per Recruitment Rules)
1.	Private Secretary	1 (Un-reserved)	Level 7	Deputation of Persons holding the analogous posts i.e. regular Private Secretaries of ICAR Institutes/ ICAR Headquarters. Or Persons with five years of continuous service in the grade of Personal Assistant at Level – 6 of 7 th CPC (Pre-revised PB-2 Rs.9300-34800 + GP Rs.4200/-) or equivalent.

It is requested that vacancy may kindly be circulated among the eligible and desirous candidates, if any, working at your Institute / Establishment. The application of only such candidates who can be relieved immediately in the event of their selection may kindly be forwarded in the proforma appended with their complete CR Dossiers (attested photo copies) for the last 05 years, so as to reach this Institute on or before **11th November, 2022**.

A certificate to the effect that No Disciplinary / Vigilance case is pending or being contemplated against the candidate may also be furnished while forwarding the application through proper channel. Incomplete applications and those received after the prescribed due date and not forwarded through proper channel or without APAR dossiers and certificates as described above will not be entertained. The Director, ICAR-NIANP, Bengaluru reserves the right either to fill up or otherwise without assigning any reason thereof.

Yours faithfully,

Sd/-

Administrative Officer

Encl.: as above

**APPLICATION FOR THE POST OF PRIVATE SECRETARY ON DEPUTATION BASIS AT
ICAR-NATIONAL INSTITUTE OF ANIMAL NUTRITION AND PHYSIOLOGY, ADUGODI,
BENGALURU – 560 030.**

1. Name of the candidate (in block letters)
2. Name of the Institute where presently working
3. Date of appointment on regular basis in the present post
4. Date of joining into ICAR / Institute and designation
5. Present Basic Pay and Grade Pay
6. Whether permanent / temporary
7. Date of Birth / Present Age
8. Educational qualifications
9. Whether SC / ST / OBC
10. Details of service including present post

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

11. Any other information relevant to the service of the applicant:

Declaration

I do hereby declare and certify that all the information furnished by me is 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-NIANP, Bengaluru.

Signature of the Candidate

Certificate to be furnished by the Head of Department / Officer

Certified that the information furnished by the candidate has been verified from the Office / Service records and found correct.

Date:
Place:

Counter signature of the Head
of Office/Controlling Officer