



ICAR - CENTRAL INLAND FISHERIES RESEARCH INSTITUTE
Barrackpore, Kolkata-700 120, West Bengal

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F. No. DR-06(2)/2019-Adm. II/ 111

26th April, 2022

To
The Directors/ Project Director of ICAR Research Institute/
Project Directors/NRCs/ZPDs

Sub : Filling up the post of Steno Gr. III at ICAR-CIFRI, Barrackpore on transfer against DR posts – req.

Sir/ Madam,

The Director, ICAR-CIFRI invites applications from the eligible candidates working at ICAR Institute Head Quarters/ Project Directorate/NRCs etc. for the vacant post of Steno Gr. III at this Institute on transfer. Particulars and eligibility for the post are as detailed below :

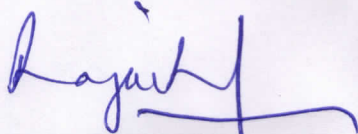
Sl. No.	Name of posts/Category	No. of posts	Scale of Pay	Eligibility
1	Steno Gr. III	2	Rs. 25,500-81,100/- (Level-4) as per 7 th CPC	Candidates holding analogous posts in ICAR Institute/Hqrs. and possessing the qualification for direct recruitment to the post of Stenographer Gr. III.

It is requested that the above vacancy may kindly be circulated amongst 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 please be forwarded to the undersigned in the prescribed proforma of the application (enclosed herewith) alongwith the following records.

Attested photocopies of APARs for the last 5 (five) years.

Certificate to the effect that no disciplinary/vigilance case is pending against the official.

The last date for the receipt of the applications through proper channel alongwith all relevant documents is **10th May, 2022**. Incomplete applications and those received after the prescribed date or without APARs and Certificates as mentioned above or application received not through proper channel will be summarily rejected.


(RAJEEV LAL)
HEAD OF OFFICE

Encl.: As stated.

Copy to the Under Secretary (Admn.), ICAR, Krishi Bhawan, New Delhi – 110 001 with reference to Council's letter F. No. Admn.5(307)/19-Estt.-II dated 22nd April, 2022.

PROFORMA

APPLICATION FOR THE POST OF STENOGRAPHER GRADE.III

1. Name of the Institute presently working at :
2. Postal address :
4. Date of appointment as Steno Gr. III
3. Date of Birth :
4. Educational qualification
5. Details of Technical/Other qualifications, :
if any, also details of the departmental Examination,
if any, passed
6. Whether belongs to SC/ST/OBC :
7. Service particulars :

Name of the Institute	Post held	Scale of Pay	Period		Nature of duties	Whether Adhoc or on regular basis
			From	To		

8. Any other information/particulars relevant to the service of the applicant :

I do hereby declare that the particulars furnished by me are correct to the best of my knowledge and belief.

Signature of the applicant

CERTIFICATE TO BE FURNISHED BY THE HEAD OFFICE

Certified that the information furnished by the aforesaid applicant has been verified from the office/service records and found correct.

HEAD OF OFFICE