



मि.सं./F.No. 1-7/92-Admn.III

भारत सरकार/Government of India

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare

(कृषि सहकारिता, एवं किसान कल्याण विभाग/

Department of Agriculture, Co-operation & Farmers Welfare)

वनस्पति संरक्षण, संगरोध एवं संग्रह निदेशालय

Directorate of Plant Protection, Quarantine & Storage

सी. जी. ओ. कॉम्प्लेक्स, एन.एच.-4, फरीदाबाद (हरियाणा)

CGO Complex, N.H.-IV, Faridabad (Haryana) – 121001

Dated: 15<sup>th</sup> May, 2018

**VACANCY CIRCULAR**

Applications are invited from eligible candidates of Central Government/State Government for filling up 01 post of **Caretaker (Insecticides)** on deputation basis in the Directorate of Plant Protection Quarantine and Storage, NH-IV, Faridabad. The criteria, service conditions, classification, scale of pay etc may please be seen at **Annexure-I**

2. Eligible and willing officials should submit their applications in the prescribed proforma (**Annexure-II**) through proper channel duly verified by their Head Of Departments along with up-to - date ACRs/APARs (for the last 5 years) (Photocopies of ACRs/APARs are to be got attested from an officer not below the rank of Under Secretary) along with Integrity certificate and vigilance clearance. Applications received without up-to-date ACRs/APARs and vigilance clearance will not be entertained.

3. The application(s) may be forwarded to **Chief Administrative Officer, Directorate of Plant Protection Quarantine & Storage, Old CGO Complex, NH-IV, Faridabad-121001 (Haryana)** within 45 days from the date of publication of the advertisement in the **Employment News/Rozgar Samachar**. The crucial date of determining the eligibility will be last date of receipt of application.

4. Full details of the vacancy with annexure – I & II are available on this Directorate's official website <http://www.ppqqs.gov.in> and on the Ministry's official portal <http://www.agricoop.nic.in>.

Encl. As above

*Ajay Kumar*  
15/5/18

(Ajay Kumar)

Chief Administrative Officer

To:

1. All Ministries/Department of the Govt. of India. It is requested that the post may please be given wide publicity in their offices attached and subordinate offices Autonomous Organizations under their Administrative control.
2. PP Division, Deptt. of Agriculture & Copn., Krishi Bhavan, New Delhi for information.
3. In charge, NIC-Cell, M/o Agriculture, Cooperation & Farmers Welfare with request to upload the circular on the website of the Ministry.
4. All Sub- Offices of Dte. of PPQ & S.
5. I T-Cell, Dte. of PPQ&S, Faridabad with request to upload the circular on the website of this Directorate.
6. Notice Board.
7. Official Language Section (Hqr.).

**ANNEXURE- I**

1.	Name of the post	Caretaker (Insecticides)
2.	Place of the Post	Directorate of Plant Protection Quarantine & Storage, Faridabad.
3.	Scale of Pay (Pre-revised)	PB-2 of Rs. 9300-34,800/- G.P. Rs. 4200/- (pre-revised)
4.	Eligibility	<p>By Deputation</p> <p>(a) (i) The officials holding analogous posts (Ministerial) on regular basis. <b>or</b></p> <p>(ii) The officials having <b>5 years</b> regular service in the P.B-1 of Rs. 5200-20200/- with G.P. Rs. 2400/- (pre-revised) (ministerial post) or equivalent, <b>or</b></p> <p>(ii) The official having <b>10 years</b> of regular service in the combined grade i.e. partly in the P.B-1 of Rs. 5200-20200/- with G.P. Rs. 1900/- (pre-revised) (ministerial post) &amp; partly in the P.B-1 of Rs. 5200-20200/- with G.P. Rs. 2400/- (pre-revised) (ministerial post) may also be considered for the post. <b>or</b></p> <p>(iii) The official having 12 years of regular service in P.B-1 of Rs. 5200-20200/- with G.P. Rs. 1900/- (pre-revised) (ministerial post) or equivalent) may also be considered for the post. <b>and</b></p> <p>(b) Possessing at least <b>one year</b> experience of maintenance of building/making arrangements for holding /making necessary arrangements for holding meetings etc.</p>
5.	Period of Deputation	Period of deputation including the period of deputation in another ex-cadre post, held immediately proceedings this appointment in the same or some other Organization/ Department of the Central Govt. shall Ordinarily not exceed three <b>(03)</b> years.
6.	Nature of Duties	<p>(i) To look after the maintenance of the buildings of the Central Insecticides Laboratory and other premises attached to the Laboratory, Central Insecticides Board and Registration Committee (CIB&amp;RC) Building and Headquarters building.</p> <p>(ii) To handle all types of cases pertaining to the construction/repair of the buildings and other House Keeping functions.</p> <p>(iii) To make necessary arrangements for the meetings, conferences etc.</p> <p>(iv) Other duties which may be assigned from time to time.</p>

**ANNEXURE-II**

(To be furnished in duplicate)

1.	Name	
2.	Date of Birth	
3.	Present post held whether it is cadre/ex-cadre post	
4.	Name of the Employer & Department	
5.	Present Pay Band and Grade Pay (Pre-revised)	
6.	Educational and Other qualifications, if any	
7.	Experience	
8.	Date of regular appointment to the present post	
9.	Rank in civil list of the cadre/Select list of Cadre	
10.	Date of return from last ex-cadre post, if any	
11.	Brief Service particulars	
12.	Whether belongs to SC/ST	
13.	Remarks	

Signature of the Candidate.

Date:

Place: