



नि.सं./F.No. 12024/01/2021-Admn.III

भारत सरकार/Government of India

कृषि एवं किसान कल्याण मंत्रालय/Ministry of Agriculture & Farmers Welfare  
कृषि एवं किसान कल्याण विभाग/Department of Agriculture & Farmers Welfare  
वनस्पति, संरक्षण, संगरोध एवं संग्रह निदेशालय

Directorate of Plant Protection, Quarantine & Storage

एन एच-४, फरीदाबाद-१२१००१, हरियाणा/NH-IV, Faridabad-121001(Haryana)

दिनांक/Dated: 28/2/2024

**VACANCY CIRCULAR**

Subject: - Filling up the vacant post of **Caretaker (Insecticides)** in the Directorate of Plant Protection Quarantine and Storage, NH-IV, Faridabad on deputation basis-Reg.

Applications are invited from eligible officers for filling up of the following post of the Directorate of Plant Protection, Quarantine and Storage, Faridabad, on deputation basis:

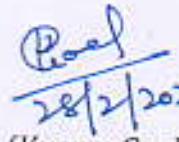
Sl. No.	Name of the post	No. of Personnel
1	<b>Caretaker (Insecticides)</b>	<b>01</b>

2. Details of the posts, eligibility conditions etc. are given in the Annexure-I. Applications of such officers/candidates will be considered which are routed through proper channel and are accompanied with (i) Bio-data (in duplicate) as in the Proforma given (Annexure-II) (ii) Attested photocopies of complete ACRS for the last five years. All pages of ACRs to be attested by an officer not below the rank of Under Secretary in the Government of India (iii) Vigilance clearance/integrity Certificate and (iv) Statement giving details of major or minor penalties imposed on the officer if any, during the last 10 years.

3. Eligible officers and who can be spared immediately in the event of selection may send their applications to the Chief Administrative Officer, Directorate of Plant Protection Quarantine & Storage, Old CGO Complex, NH-IV, Faridabad-121001 (Haryana) in hard copy or by email at [cao-ppqs@gov.in](mailto:cao-ppqs@gov.in) through proper channel duly verified by their Head of Departments within 30 days from the date of issue/publishing of this advertisement.

4. Applications received after the prescribed closing date or not accompanied with the required certificate/documents are liable to be rejected.

Encl: as above

  
28/2/2024

(Kusum Goel)

Chief Administrative Officer

Tel: 0129-2476331



1.	Name of the post	Caretaker (Insecticides)
2.	Place of the Post	Directorate of Plant Protection Quarantine & Storage, N.H.-IV, Faridabad (Haryana)- 121001
3.	Scale of Pay (As per 7 <sup>th</sup> CPC)	Level- 6 (Rs. 35400-112400/- (G.P. Rs. 4200/- as per pre-revised)
4.	Eligibility	<p><b>By Deputation</b> Officers of the Central Government or State Government or Union Territory Administration:-</p> <p>(a) (i) holding analogous posts (Ministerial) on regular basis; <b>or</b> (ii) with <b>six years</b> service in the grade rendered after appointment thereto on a regular basis in Level- 5 (Rs. 29200-92300) in the Pay Matrix or equivalent, in the parent cadre or Department; <b>and</b></p> <p>(b) Possessing Bachelor's degree from a recognized University or institute and having at least one year experience of maintenance of building or making necessary arrangement for holding meetings.</p>
5.	Period of Deputation	<p>(i) The period of deputation including the period of deputation in another ex-cadre post, held immediately preceding this appointment in the same or some other Organization/Department of the Central Govt. shall ordinarily not exceed three <b>(03)</b> years.</p> <p>(ii) The maximum age-limit for appointment shall be not exceeding fifty – six years as on the closing date of the receipt of application.</p>
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>

(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 Level of Pay Scale (as per 7 <sup>th</sup> CPC)	
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: