

F.No.21/02/2020-CS-I(Coord)  
Ministry of Personnel, Public Grievances Pension  
Department of Personnel & Training  
(C.S.I Division)

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2<sup>nd</sup> Floor, 'A' wing,  
Lok Nayak Bhawan,  
Khan Market, New Delhi  
Dated 18 March, 2020

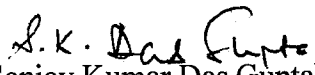
**OFFICE MEMORANDUM**

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**Subject:- Filling up the post of Director (VAMNICOM), Pune-reg**  
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The undersigned is directed to circulate the Vacancy Circular No. A-11011/1/2020-CET dated 5<sup>th</sup> March, 2020 (along-with enclosures) received from Ministry of Agriculture & Farmers Welfare who proposes to fill up the post of Director on deputation failing which on contract basis for period of three years.

2. It may be noted that cadre clearance from C.S.I Division will be required in case of Under Secretary and above level officers of CSS applying for deputation

3. In case of any further clarification, applicants are requested to contact the concerned Ministries/Departments.

  
(Sanjay Kumar Das Gupta)

Under Secretary to the Government of India

Tele:- 24629412

To,

All Ministries/Departments (through DOPT's website)

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F No. A-11011/1/2020-CET  
भारत सरकार Government of India  
कृषि एवं किसान कल्याण मंत्रालय  
Ministry of Agriculture & Farmers welfare  
कृषि, सहकारिता एवं किसान कल्याण विभाग  
(Department of Agriculture, Cooperation & Farmers welfare)  
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Krishi Bhawan, New Delhi

Dated: ~~February, 2020~~

5th March, 2020

VACANCY CIRCULAR

Sub: Filling up the post of Director (VAMNICOM), Pune-reg.

The post of Director in the pay scale of Level 14 of Pay Matrix of Rs. 144200-218200 (Pre revised PB-4 (Rs. 37400-67000 with Grade Pay of Rs. 10,000) is proposed to be filled up in Vaikunth Mehta National Institute of Cooperative Management (VAMNICOM), Pune - a training unit of National Council for Cooperative Training (NCCT), New Delhi on deputation failing which on contract basis for a period of three years, through Search-cum-Selection process. National Council for Cooperative Training (NCCT) is a registered Society under the aegis of the Ministry of Agriculture & Farmers Welfare, Department of Agriculture, Cooperation & Farmers Welfare, Govt. of India to meet the changing requirement of human resource development in the Cooperative Sector in the country.

2. The eligibility criteria for appointment to the post of Director, VAMNICOM, Pune is as under:

(i) **Educational Qualification:**

- (a) Essential: Full time post-graduate degree/Diploma with minimum 55% marks in Social Science/Economics/Cooperation/Commerce/Business Administration/Agricultural/Information Technology from a recognised university or Institute.
- (b) Desirable: (i) PHD in relevant subject (ii) HDCM/Diploma/PG Diploma in Cooperative Management.

(ii) **Essential Experience:**

Minimum 15 years Administrative & Academic experience in senior executive capacity or Head of the Institutions in recognised University/Institute/Cooperative Training Organisation/Cooperative Institute/Cooperative Department/Govt. Organizations/Semi-Govt./PSUs/Autonomous Body and

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- (i) holding analogous post on regular basis in parent cadre or Department or
  - (ii) with three regular service in the scale of pay of Rs. 37,400-Rs. 67,000 with Grade Pay of Rs. 8700 in PB-4 (Pre-revised) or equivalent in parent cadre or Department.
3. The deputation with NCCT/VAMNICOM will be on Foreign Service terms and conditions.
4. The period of deputation (including short term contract) period of deputation in another ex-cadre post held immediately preceding this appointment, in the same or some other Organization/Department of the GOI shall ordinarily not exceed three years.
5. Officer selected will have the option to draw his pay plus deputation(duty) allowance or to have his pay fixed in the pay matrix of the post in accordance with the Department of Personnel & Training O.M. No 6/8/2009-Est.(Pay-II) dated 17-06-2010. as amended from time to time
6. The vacancy is also being advertised in the Employment News/Rozgar Samachar etc. Application in the enclosed proforma of interested and eligible officers who can be spared in the event of their selection may be forwarded in duplicate to this Department within 30 days from the date of advertisement of this vacancy in the Employment News/ Rozgar Samachar. While forwarding the applications, it is mandatory to verify and certify that particulars furnished by the officer are correct. The following documents also need to be sent along with the application:
- (i) Vigilance clearance that no vigilance case is either pending or contemplated against the candidate;
  - (ii) Integrity Certificate;
  - (iii) Major/Minor penalty statement during last ten years;
  - (iv) Cadre clearance from the cadre controlling/appointment authority, if applicable, and
  - (v) Photocopies of ACRs/APARs of last 5 years i.e. 2014-15 to 2018-19 duly attested on each page. If for some reasons, the ACRs/APARs of the officer have not been written for a particular year or a part (for more than three months) of a year, a "No Report Certificate"(NRC) for that period may be sent along with ACRs/APARs of the corresponding previous year (s).
7. The maximum age limit for this appointment by deputation/including short term contract should not exceed 56 years as on the closing date of the receipt of applications.

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8. Applications should be sent through the Cadre Controlling Authority/Department to the Director (CPC), Ministry of Agriculture & Farmers Welfare, Department of Agriculture, Cooperation & Farmers Welfare, Room No. 33A-1, Krishi Bhawan, New Delhi-110001. A check list of documents with the application may also be sent

9. Applications received after due date or without up-to-date Annual Confidential Reports/Annual Performance Appraisal Reports, Integrity Certificate and Vigilance Clearance or otherwise found incomplete will not be considered.

Yours faithfully,

Encl: As above

*Shekhar Bose*

(Shekhar Bose)

Under Secretary to the Govt of India

Telephone: 23387962

Email: [shekhar.bose@gov.in](mailto:shekhar.bose@gov.in)

**Distribution:**

1. All Ministries/Departments of the Government of India
2. Chief Secretary, All State Governments/UTs
3. The Department of Personnel & Training (Office of EO), North Block, New Delhi.
4. All officers in the Department of Agriculture, Cooperation & Farmers Welfare in the scale of pay of Rs. 37400-67000 with Grade Pay of Rs. 8700 in PB-4 (Pre-revised). Applications may please be sent through the concerned Establishment Section.
5. All attached/subordinate offices under the Department of Agriculture, Cooperation and Farmers Welfare.
6. All autonomous organizations/PSUs under the Department of Agriculture, Cooperation and Farmers Welfare.
7. Managing Director, National Bank for Agriculture and Rural Development (NABARD), Plot No. C-24, G-Block, Bandra-Kurla Complex, P.B. No. 8121, Bandra (E), Mumbai-400051
8. Managing Director, NCDC, 4-Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016.
9. The Secretary, National Council for Cooperative Training, 3-Siri Institutional Area, August Kranti Marg, Hauz khas, New Delhi-110016.
10. The Technical Director, NIC attached to the Department of Agriculture, Cooperation & Farmers Welfare, Krishi Bhawan, New Delhi-110001 with the request that the aforesaid vacancy circular may be uploaded on the website of the Department of Agriculture, Cooperation and Farmers Welfare

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- (i) Name of post:
- (ii) Name and address (in Block Letters)
- (iii) Date of Birth (in Christian Era)
- (iv) Date of retirement under Central/State Govt.
- (v) Educational Qualifications
- (VI) Whether educational and other qualifications required to the post are fulfilled (if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same).

Pass port size photo self attested

	Qualifications/Experience required	Qualifications/Experience possessed by the officer
Essential	(i) (ii) (iii) (iv)	
Desirable	(i) (ii) (iii)	

- (vii) Please state clearly whether in the light of entries made by you above, you meet the requirement of the post.
- (viii) Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/Instt./Or gn.	Post Held	From	To	Scale of pay and basic pay	Nature of duties

- (ix) Nature of present employment i.e. ad-hoc or temporary or permanent.
- (x) In case, the present employment is held on deputation/contract basis, please state:-
  - a) The date of initial appointment.
  - b) Period of appointment of deputation/contract.
  - c) Name of the parent office organisation to which you belong.
- (xi) Additional details about present employment:

Please state whether working under:-

- a) Central Govt.
- b) State Govt.
- c) Union Territory
- d) Indian Council of Agriculture Research
- e) Agriculture universities

- (xii) Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.
- (xiii) Total emoluments per month now drawn
- (xiv) Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
- (xv) Whether belongs to SC/ST/OBC etc.
- (xvi) Remarks

Signature of the Candidate

Date \_\_\_\_\_

Address: \_\_\_\_\_

It is certified that particulars furnished by the applicant are correct and no disciplinary case is either pending or contemplated against the officer and no penalty, major or minor, was imposed on the officer during the last 10 years and his integrity is beyond doubt.

Signature of the Head of Department (with stamp)