



भा.कृ.अनु.प.- कृषि प्रौद्योगिकी अनुप्रयोग अनुसंधान संस्थान,
क्षेत्र-१, पं. कृ. वि. परिसर, लुधियाना-१४१ ००४, पंजाब।

ICAR-Agricultural Technology Application Research
Institute, Zone-I, PAU Campus, Ludhiana-141 004, Punjab.

F. No. 2(9)/Rectt./Estt./95/ZCUnit/ 2561-2678

Dated: 20.10.2023

To

The Directors/Project Directors of all the ICAR Institutes/NRCs/ATARIs and Project Directorates.

**Subject: Filling up of (01) vacant post of Assistant Finance & Accounts Officer on
deputation/permanent absorption basis at ICAR-ATARI, Zone-I, Ludhiana – reg.**

Sir/Madam,

It is proposed to fill up the post of Assistant Finance & Accounts Officer (AF&AO) at ICAR-ATARI, Zone-1, Ludhiana by recruitment on deputation/permanent absorption basis among the eligible candidates working in ICAR Headquarters / ICAR Institutes. The particulars of the post / eligibility etc. are given below:

Sl. No.	Name of the post with scale of pay	Eligible criteria for applying to concerned post
1.	Assistant Finance & Accounts Officer - 01 (UR) in Pay Band of Level-7 (Pre-revised Rs. 9300-34800+Grade Pay Rs.4600/-)	Promotion a) On the recommendations of Departmental Promotion Committee (DPC) from the qualified candidates of ICAR Audit & Accounts Examination for the post of Assistant Finance & Accounts Officer within the respective Institute/Headquarters eligible for promotion to the post of Assistant Finance & Accounts Officer in ICAR. b) Failing (a) above, On the recommendations of Departmental Promotion Committee (DPC) from the qualified candidates of ICAR Audit & Accounts Examination for the post of Assistant Finance & Accounts Officer from the other ICAR Institutes/Headquarters.

Note: Any amendment in recruitment rules made by Council from time to time will be considered

It is requested that the aforesaid vacancy may be circulated amongst the officers/officials and necessary particulars of such candidates, who can be immediately relieved and who are willing to be considered for the post along with copies of the CR dossiers for the last Five/Ten years may please be forwarded in the enclosed proforma to this Institute at an early date **not later than 20.11.2023**. A certificate to the effect that no vigilance/disciplinary case is pending or being contemplated against the candidate(s) may also kindly be furnished along with the particulars.

Incomplete applications or those received after the prescribed date and without CR dossiers/vigilance clearance certificate will not be entertained.

Yours faithfully,

Encl: Proforma for application


Assistant Administrative Officer
PTO

Copy for kind information to the:

1. The Director (AE), ICAR, Krishi Anusandhan Bhavan-I, Pusa, New Delhi-110 012.
2. The Director (Finance), ICAR, Krishi Bhavan, New Delhi-110 001.
3. The Deputy Secretary (Admn), ICAR, Krishi Bhavan, New Delhi-110 001.
4. The Under Secretary (AE), ICAR, KAB-I, Pusa, New Delhi - 110012.
5. I/c Website for placing on the ICAR-ATARI, Zone-I, Ludhiana website.

Phone: 0161-2401092, 2401018
Fax: 0161-2412719

Email: Atari.ludhiana@icar.gov.in
zcu1ldh@gmail.com
Website: <https://atariz1.icar.gov.in>

**APPLICATION PERFORMA FOR THE POST OF ASSISTANT FINANCE & ACCOUNTS OFFICER (AF&AO)
AT ICAR-ATARI, ZONE – I, LUDHIANA**

1. Name of the candidates (BLOCK LETTER):
2. Name of the post applied for :
3. Postal Address :
4. Name of the Institute where the candidate is working right now :
5. Date of Birth/Present Age :
6. Present post held with date of appointment on regular basis :
7. Present basic pay :
8. Educational qualification giving details of examination passed from matriculation onwards:

EDUCATIONAL QUALIFICATION:

Exam. Passed	Board	Year of Passing	Marks Obtained	Maximum Marks	% of marks	Division	Subjects

9. Technical qualification/other qualification, also details of Departmental examination passed if any:

10. Details of Service including present post:

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

11. Whether permanent/temporary:
12. Whether belongs to SC/ST/OBC:
- 13). Any other information:

Declaration

I do hereby declare that particulars furnished by me above are 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 of deputation, action may be taken against me and I shall abide by the decision of the Director, ICAR-ATARI, Zone-I, Ludhiana.

Date:

Signature of the applicant

Certificate to be furnished by the Head of the Deptt/Office

Certified that the information furnished by the candidate has been verified from the office/service record and found correct. No disciplinary/vigilance case is pending or being contemplated against the above said employee.

Date:

Signature with seal

Place: