

F. No. 9-12/2019-Admn.V
Government of India
Ministry of Fisheries, Animal Husbandry & Dairying
Department of Fisheries

Krishi Bhawan,

New Delhi, the *1st November*, 2019

To

1. All the Ministries/Departments of Govt. of India
2. The Chief Secretaries of All State Governments/UTs
3. Registrars, Agricultural Universities
4. Indian Council of Agricultural Research
5. Commissioners/Secretaries dealing with Fisheries Departments of all the State Governments

Subject: Recruitment to the post of Chief Executive in the HAG + Scale of Rs.75,500-(annual increment @ 3%)-80,000/- (pre-revised), in the National Fisheries Development Board, Hyderabad, on deputation (ISTC)- regarding.

Sir,

I am directed to say that the post of **Chief Executive** in the HAG + scale of Rs. 75,500-(annual increment @ 3%)-80,000/- (pre-revised) Level-16 (Rs.205400-224400/-) (revised), which will be falling vacant on 25.04.2020, in the National Fisheries Development Board, Hyderabad, an autonomous body under the Ministry of Fisheries, Animal Husbandry & Dairying, Department of Fisheries is proposed to be filled up on deputation (ISTC) basis from amongst the officers under the Central Government/State Government/Union Territories/Agricultural Universities/Indian Council of Agricultural Research/recognised Research Institutions/Public Sector Undertakings. The eligibility criteria for the post is as under:

- (i) holding analogous post on a regular basis; or
- (ii) holding post in the Pay Band-4, Rs. 37,400-67,000/- with Grade Pay of Rs.10,000/-(pre-revised)/Level-14 (Rs.144200-21800/-) (revised), or equivalent with three years regular service in the grade; and
- (iii) possessing 10 years combined experience in the field of development administration including fisheries development or research.

2. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other Organization/Department of the Central Government shall ordinarily not exceed 5 years. The maximum age limit for appointment on deputation shall be not exceeding 56 years as on the closing date of receipt of applications.

3. The pay and other term and conditions of the official selected will be governed by the provisions laid down in the Government of India, DOP&T's O.M. No.6/8/2009-Estt.(Pay.II) dated 17th June, 2010 as amended from time to time.

Condt.....



4. The applications from eligible officers may be forwarded, in the enclosed proforma (in duplicate) through proper channel, addressed to Deputy Secretary(GA), Room No. 154, Department of Fisheries, Krishi Bhawan, New Delhi-110 001 within a period of 60 days from the date of publication of this advertisement in the Employment News along with upto date ACRs/APARs for the last five years, duly attested by an officer of the level of Under Secretary or above, cadre clearance, vigilance clearance and integrity clearance certificates. It may also be certified whether any major or minor penalty has been imposed on the officer during the last 10 years of his service. Applications received after the due date or without CRs or otherwise found incomplete will not be considered.

5. A Search-cum-Selection Committee appointed by the Government of India will recommend a panel of names from among the applicants. Besides the applicants, the Committee may also recommend names of other persons whom it finds suitable for inclusion in the panel. The **Chief Executive** will be selected from the panel of names recommended by the Search-cum-Selection Committee.



(Kham Khan Suan)

Under Secretary to the Govt. of India

Tele: 011-23097014

Copy to:

- (1) Executive Director, NFDB, Hyderabad with the request to get this circular advertised in the Employment News immediately. And a compliance report in this regard may be sent to the undersigned.
- (2) Director, NIC, Krishi Bhavan, New Delhi with a request to place the above circular on the website of this Department.
- (3) Technical Director, NIC, Room No. 11/A, North Block, New Delhi - 110 001 with the request to get this vacancy circular posted on the DOP&T website (under the heading 'Vacancies in Autonomous Organisations). A copy of the circular has also been e-mailed at persinfotech@nic.in with a copy to diracc@nic.in.



(Kham Khan Suan)

Under Secretary to the Govt. of India

Tele: 011-23097014

BIO DATA PROFORMA

Affix recent
passport size
photograph

1. Name & Address in Block Letters:
(along with Mobile Number & E-mail address, if any)
2. Date of Birth (in Christian era):
3. Date of entry into Govt. Service:
4. Educational Qualifications:-
Whether educational and other qualification
required for the post are satisfied:

(If any qualification has been treated as equivalent to
the one prescribed in the rules, state the authority for
the same).

Qualification/experience
required

Qualification/experience
possessed by the officer

Essential:

- (1)
- (2)
- (3)

Desirable:

- (1)
- (2)

5. Please state clearly whether in the light of entries made by you above, you meet the requirements for the post:
6. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Instt./ Orgn.	Post held	From	To	Scale of Pay	Nature of appointment i.e. whether regular/ ad-hoc/ deputation	Nature of duties
1	2	3	4	5	6	7

7. Name of post held, substantively, if any, and the scale of pay thereof:

8. Present pay and date from which it is drawn (scale/pay band & grade pay in which drawn also to be indicated)
9. Additional details about present employment. Please state whether working under:-
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organizations
 - (d) Government Undertakings
 - (e) Universities
10. 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.
11. Whether the officer satisfies all the conditions prescribed for the post viz. qualification, experience and service in analogous posts.
12. Remarks if any.

Signature of the candidate.

Date

Countersigned.....

Address.....
(Employer)

CERTIFICATE TO BE RECORDED BY THE EMPLOYER
WHILE FORWARDING THE APPLICATION

Certified that the particulars filled by Shri
Designation..... have been verified and found correct. It is also
certified that no vigilance case is pending or contemplated against Shri
and his integrity is beyond doubt. Character Rolls/APARs of the officer are enclosed.

SIGNATURE OF THE EMPLOYING AUTHORITY
WITH STAMP AND DATE

BIO-DATA/CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters)	
2. Date of Birth (in Christian era)	
3.i) Date of entry into service	
ii) Date of retirement under Central/State Government Rules	
4. Educational Qualifications	
5. Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications/ Experience required as mentioned in the advertisement/vacancy circular	Qualifications/experience possessed by the officer
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
5.1 Note: This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the RRs by the Administrative Ministry/Department/Office at the time of issue of Circular and issue of Advertisement in Employment News.	
5.2 In the case of Degree and Post Graduate Qualification Elective/main subjects and subsidiary subjects may be indicated by the candidate.	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
6.1 Note: Borrowing Departments are to provide their specific comments/views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Name of Duties (in details) highlighting experience required for the post applied for

***Important:** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below;

Office/Institution	Pay, Pay Band, and grade pay drawn under ACP/MACP Scheme	From	To

8. Nature of present employment i.e, Adhoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/ contract basis, please state-			
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/Organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organization
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity Certificate.			

9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organization but still maintaining a lien in his parent cadre/ organization.		
10. If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details.		
11. Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a. Central Government b. State Government c. Autonomous Organization d. Government Undertaking e. Universities f. Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basis pay in the PB	Grade Pay	Total Emoluments
15. In cases the applicant belongs to an Organisation which is not following the Central Government Pay-Scales, the latest salary Slip issued by the Organisation showing the following details may be enclosed.		
Basic Pay with scale of pay and rate of increment	Dearness Pay/interim relief / other Allowances etc., (with break-up details)	Total Emoluments
16. A Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) Professional training and (iii) work experience over and above prescribed in the vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)		
16. B Achievements: The candidates are requested to indicate information with regard to; (i) Research publications and reports and special projects (ii) Awards/Scholarships/Official Appreciation (iii) Affiliation with the professional bodies/institutions /societies and; iv) Patents registered in own name or achieved for the		

organization (v) Any research/ innovative measure involving official recognition vi) any other information. (Note: Enclose a separate sheet if the space is insufficient)	
17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis. #(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)	
# (The option of 'STC' / 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by 'STC' or "Absorption" or "Re-employment").	
18. Whether belongs to SC/ST	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information / details provided by me are correct and true to the best of my knowledge and no materials fact having a bearing on my selection has been suppressed/withheld.

(Signature of candidate)

Address-----

Date-----