

C.C.S. National Institute of Agricultural Marketing

(A Govt. of India Organization, Ministry of Agriculture & Farmers Welfare)

Kota Road, Bambala, Near Sanganer, Jaipur-302033

Tel: 0141-2795104, 2770027

EMPLOYMENT NOTICE

CCS NIAM invites applications for the following posts on Direct Recruitment basis:

S. No.	Name of the Post	Pay Band (Rs.)	Category
1.	Director (1)	37400-67000 (G.P. 8900/-)	1 post (Gen)
2.	Dy. Director (1)	37400-67000 (G.P. 8700/-)	1 Post (Gen)
3.	Assistant Director (2)	15600-39100 (G.P. 6600/-)	1 post (Gen) 1 post (OBC)
4.	Account Officer (1)	15600-39100 (G.P. 6600/-)	1 post (Gen)
5.	Research Officer (3)	15600-39100 (G.P.5400/-)	2 posts(Gen) 1 post (OBC)
6.	Hostel Manager (1)	9300-34800 (G.P. 4200/-)	1 post (Gen)

Those who are in Service should forward their application through proper channel.

Preference will be given to those who have knowledge and work experience in the following areas.

1. Market infrastructure design, planning and Management
2. Project formulation and business formulation and implementation
3. Entrepreneurship and skilling for agricultural marketing
4. Agricultural Market analyses and information
5. Integrated value chains of agriculture commodities & horticulture, livestock.

Last date for receipt of applications at Jaipur is 10.11.2016 at Director General, CCS National Institute of Agricultural Marketing, Kota Road, Pratapnagar, Bambala, Near Sanganer, Jaipur – 302033 (Raj). Applicants are required to “super-scribe” name of the post on the envelope in bold letters.

Director General, CCS NIAM reserves the right to cancel this Employment Notice.

Applicants are required to send hard copies of their application through post with all requisite documents and enclosures only through proper channel.

Details of eligibility conditions and the prescribed proforma is available on web site of the Institute at www.ccsniam.gov.in

DIRECTOR GENERAL

CURRICULUM VITAE PROFORMA

SN.	Particular (s)	Input	
1. (i)	Name and Address (In Block Letters) with contact number and e-mail		
(ii)	Date of Birth (In Christian Era)		
(iii)	Date of retirement under Central/ State Government Rules		
(iv)	Educational Qualifications		
(v)	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	Qualifications / Experience possessed by the candidate
		Separate Sheet can be used for additional information	
(vi)	Please State clearly the experience of working in the field of preference as specified below: 1. a) Agriculture Market infrastructure design & planning b) Marketing Management 2. Project formulation and business formulation and implementation 3. Entrepreneurship and skilling for agricultural marketing 4. Agricultural Market analyses and information 5. Integrated value chains particularly cold chain management.		

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

SN.	Office/Institution	Post held	Duration		Scale of pay and basic pay	Nature of duties (in detail)
			From	To		
(i)						
(ii)						
(iii)						
(iv)						
(v)						

3. List of publication (Article, Research Paper, Technical Bulletin and Book Chapters)

- Articles
- Research Papers.....
- Technical Bulletins
- Book Chapters
- Reports, if any

4. Teaching Experience

5. Administrative Experience

6. Nature of present employment i.e. Ad- hoc or Temporary or Quasi Permanent or Permanent-

7. Please state whether In case the present employment is held on deputation/ contract basis and

- a) The date of initial appointment,
- b) Period of appointment on deputation/contract,
- c) Name of the parent office/ organization to which you belong (in case of deputation).

8. Please state whether working under (indicate the name of your employer against the relevant column)

- a) Central Govt.
- b) State Govt.
- c) Autonomous Organization
- d) Government undertaking
- e) Universities
- f) Others

- g) (i) Are you a Government Servant – Yes/No
- (ii) 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.
- h) Total emoluments per month now drawn.
- i) Additional information, if any, which you would like to mention in support of your suitability for the post. (This among other things may provide information with regard to
- (i) Additional academic qualification
- (ii) Professional training and
- (iii) Work experience particularly in the fields of preference specified at serial number (VI)
- (Note: Enclose a separate sheet, if the space is insufficient).
- j) Whether belongs to SC/ST/OBC
- k) Name of two reference in case of applicant working in Non-governmental organization
- (i) Name & contact address of reference with phone No.
- (ii) Name & contact address of reference with phone No.

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate

Address _____

Place:

Date:

Countersigned by Employer with seal

Only for applicants who are employed

INTEGRITY CERTIFICATE

After scrutinizing Annual Confidential Reports of Shri/ Smt. / Ms. _____, who has applied for the post of in CCS, NIAM, Jaipur on direct recruitment basis, it is certified that his/ her integrity is beyond doubt.

(Authorized Signatory)

Name of Officer: _____

Designation of Officer: _____

Office Seal: _____

Date: _____

VIGILANCE CLEARANCE CERTIFICATE

Certified that no vigilance case or disciplinary proceeding or criminal proceeding is either pending or contemplated against Shri/Smt. /Ms. _____ who has applied for the post of in CCS, NIAM, Jaipur on direct recruitment basis.

(Authorized Signatory)

Name of Officer: _____

Designation of Officer: _____

Office Seal: _____

Date: _____

NO PENALTY CERTIFICATE

Certified that no major/ minor penalty has been imposed on Shri/ Smt./ Ms. _____ who has applied for the post of in CCS, NIAM, Jaipur on direct recruitment basis during the last five years.

(Authorized Signatory)

Name of Officer: _____

Designation of Officer: _____

Office Seal: _____

Date: _____

CADRE CLEARANCE CERTIFICATE

This office has no objection to Shri/Smt./Ms. _____ applying for the post of in CCS, NIAM, Jaipur. In the event of his/her selection, he/she will be immediately relieved to take charge of the assignment.

(Authorized Signatory)

Name of Officer: _____

Designation of Officer: _____

Office Seal: _____

Date: _____

1. Name of the Post : **Director**
2. No. of Post : 01 (One)
3. Classification of Post: Group "A".
4. Pay Scale : PB-4 (Rs. 37400-67000) with Grade Pay of Rs. 8900/-
5. Age Limit : The maximum age limit for appointment shall not be exceeding 50 years as on the closing date of applications.
6. Eligibility Conditions and educational qualifications for appointment on Direct Recruitment basis:

Desirable:

- (a) High Second class Master's degree in Agricultural Economics/ Agricultural Marketing / Economics/ Commerce/ Statistics/ Marketing Management/ Computer Science/ Communication/ Agricultural Engineering with a specialization in post-harvest management (Packaging, transportation, Storage) M.Sc. Entomology with specialization in storage of Agricultural Commodities from a recognized University or equivalent.
 - (b) Ph.D. in relevant discipline.
7. The following documents need to be sent along with the application by applicants employed in Government Sector.
 - (i) Bio data as per Proforma given (Annexure-I)
 - (ii) Photocopies of ACRs for the last five years duly attested (signed and stamped) on each page by an officer not below the rank of Under Secretary to the Government of India. (Only for Government Servant)
 - (iii) Vigilance Clearance Certificate (Annexure – II).
 - (iv) Integrity Certificates, from present and past employees if any for last five years. If not employed entire past period reference regarding integrity be given. (Annexure – III).
 - (v) No Penalty Certificate or a statement giving details of major or minor penalties imposed on the officer, if any, during the last **5 years** (Annexure – IV).
 8. For applicants in Non-Government Sector – Annual performance evaluation sheets by employer(s) for five years to be attached.
 9. For self-employed applicants all references available and past service record if any.
 10. The each page of application and the enclosures must be signed by the applicant.

It may also be verified and certified that the particulars furnished by the officer are correct. Advance copies of application or those received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected.

1. Name of the Post: **Dy. Director**
2. No. of Post : 01 (One)
3. Classification of Post: Group "A".
4. Pay Scale : PB-4 (Rs. 37400-67000) with Grade Pay of Rs. 8700/-
5. Age Limit : The maximum age limit for appointment shall not be exceeding 45 years as on the closing date of receipt of applications.
6. Eligibility Conditions and educational qualifications for appointment on Direct Recruitment basis:

Desirable:

- (i) High Second class Master's degree in Agricultural Economics/Agricultural Marketing/ Marketing Management/ Economics/Commerce/Statistics/ Computer Science/ Communication/ Agricultural Engineering with a specialization in post-harvest management (Packaging, transportation, Storage) M.Sc. Entomology with specialization in storage of Agricultural Commodities from a recognized University or equivalent.
 - (ii) Ph.D. in relevant discipline.
 - (iii) 10 years' experience in Research, Training, Consultancy and Teaching at University level in any of relevant field mentioned above.
 - (iv) Evidence of published books/papers on original work in the relevant field.
7. The following documents need to be sent along with the application by applicants employed in Government Sector.
 - (i) Bio data as per Proforma given (Annexure-I)
 - (ii) Photocopies of ACRs for the last five years duly attested (signed and stamped) on each page by an officer not below the rank of Under Secretary to the Government of India. (Only for Government Servant)
 - (iii) Vigilance Clearance Certificate (Annexure – II)
 - (iv) Integrity Certificates, from present and past employees if any for last five years. If not employed entire past period reference regarding integrity be given. (Annexure – III).
 - (v) No Penalty Certificate or a statement giving details of major or minor penalties imposed on the officer, if any, during the last **5 years**(Annexure – IV)
 8. For applicants in Non-Government Sector – Annual performance evaluation sheets by employer(s) for five years to be attached.
 9. For self-employed applicants all references available and past service record if any.
 10. The each page of application and the enclosures must be signed by the applicant.

It may also be verified and certified that the particulars furnished by the officer are correct. Advance copies of application or those received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected.

1. Name of the Post: **Assistant Director**
2. No. of Post : 02 (Two)
3. Classification of Post: Group "A".
4. Pay Scale : PB-3 (Rs. 15600-39100) with Grade Pay of Rs. 6600/-
5. Age Limit: The maximum age limit for appointment shall not be exceeding 40 years as on the closing date of receipt of applications.
6. Eligibility Conditions and educational qualifications for appointment on Direct Recruitment basis:

Desirable:

- (a) High 2nd class Masters' Degree in Agricultural Economics/ Agricultural Marketing/Management/ Horticulture/Geography with a specialization in GIS/Sociology/ Psychology with specialization in behavioral science/Economics/Commerce/ Statistics/ Computer Science/ Communication/ Agricultural Engineer with specialization in Post-Harvest Management (Packaging Transportation, Storage) M.Sc. Entomology with specialization in storage of Agriculture Commodities from a recognized University or equivalent.
 - (b) 7 years' experience in Research, Training, Consultancy & teaching at University level in any of relevant field mentioned above.
7. The following documents need to be sent along with the application by applicants employed in Government Sector.
 - (i) Bio data as per Proforma given (Annexure-I)
 - (ii) Photocopies of ACRs for the last five years duly attested (signed and stamped) on each page by an officer not below the rank of Under Secretary to the Government of India. (Only for Government Servant)
 - (iii) Vigilance Clearance Certificate (Annexure – II)
 - (iv) Integrity Certificates, from present and past employees if any for last five years. If not employed entire past period reference regarding integrity be given. (Annexure – III)
 - (v) No Penalty Certificate or a statement giving details of major or minor penalties imposed on the officer, if any, during the last **5 years** (Annexure – IV)
 8. For applicants in Non-Government Sector – Annual performance evaluation sheets by employer(s) for five years to be attached.
 9. For self-employed applicants all references available and past service record if any.
 10. The each page of application and the enclosures must be signed by the applicant.

It may also be verified and certified that the particulars furnished by the officers are correct. Advance copies of application or those received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected.

1. Name of the Post : **Research Officer**
2. No. of Post : 03 (Three)
3. Classification of Post: Group "A".
4. Pay Scale : PB-3 (Rs. 15600-39100) with Grade Pay of Rs. 5400/-
5. Age Limit : The maximum age limit for appointment shall not be exceeding 30 years as on the closing date of receipt of applications.
6. Eligibility Conditions and educational qualifications for appointment on Direct Recruitment basis:

Desirable:

- (a) High 2nd class Masters' Degree in Agricultural Statistics Agricultural Economics/ Agricultural Marketing/Management/ Horticulture/Geography with a specialization in GIS/Sociology/ Psychology with specialization in behavioral science/Economics/Commerce/ Statistics/ Computer Science/ Communication/ Agricultural Engineer with specialization in Post-Harvest Management (Packaging Transportation, Storage) M.Sc. Entomology with specialization in storage of Agricultural Commodities from a recognized University or equivalent.
 - (b) Experience in Research & Training in the subject.
 - (c) Training or experience in Computer programming/system designs/Analysis.
7. The following documents need to be sent along with the application by applicants employed in Government Sector:
 - (i) Bio data as per Proforma given (Annexure-I)
 - (ii) Photocopies of ACRs for the last five years duly attested (signed and stamped) on each page by an officer not below the rank of Under Secretary to the Government of India if already in government service.
 - (iii) Vigilance Clearance Certificate (Annexure – II) (if already in government service)
 - (iv) Integrity Certificates (Annexure – III) (if already in government service)
 - (v) No Penalty Certificate or a statement giving details of major or minor penalties imposed on the officer, if any, during the last **5 years**(Annexure – IV) (if already in government service)
 8. For applicants in Non-Government Sector – Annual performance evaluation sheets by employer(s) for five years to be attached.
 9. For self-employed applicants all references available and past service record if any.
 10. The each page of application and the enclosures must be signed by the applicant.

It may also be verified and certified that the particulars furnished by the officers are correct. Advance copies of application or those received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected.

1. Name of the Post : **Accounts Officer**
2. No. of Post : 01 (One)
3. Classification of Post: Group "A".
4. Pay Scale : PB-3 (Rs. 15600-39100) with Grade Pay of Rs. 6600/-
5. Age Limit : The maximum age limit for appointment shall not be exceeding 30 years as on the closing date of receipt of applications.
6. Eligibility Conditions and educational qualifications for appointment on Direct Recruitment basis:

Desirable:

- (a) B.Com from a recognized University or equivalents.
 - (b) Must possess experience of at least five years in case budget and accounts work and financial management in Central/State Govt./Public Sector Undertaking/Research and Development Institutes/Semi Govt. Organizations.
 - (c) Degree in Chartered Accountancy/ ICWA from any recognized Institute/University.
7. The following documents also need to be sent along with the application for applicants presently in the Government Sector.
 - a) Bio data as per Proforma given (Annexure–I)
 - b) Photocopies of ACRs for the last five years duly attested (signed and stamped) on each page by an officer not below the rank of Under Secretary to the Government of India
 - c) Vigilance Clearance Certificate (Annexure–II)
 - d) Integrity Certificates (Annexure–III)
 - e) No Penalty Certificate or a statement giving details of major or minor penalties imposed on the officer, if any, during the last **5 years** (Annexure – IV)
 8. For applicants in Non-Government Sector – Annual performance evaluation sheets by employer(s) for five years to be attached.
 9. For self-employed applicants all references available and past service record if any.
 10. The each page of application and the enclosures must be signed by the applicant.

It may also be verified and certified that the particulars furnished by the officers are correct. Advance copies of application or those received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected.

1. Name of the Post : **Hostel Manager**
2. No. of Post : 01 (One)
3. Classification of Post : Equivalent to Group 'B' Post in Central Govt.
4. Pay Scale : Rs. 9300-34800 Gr. Pay Rs. 4200/-
5. Age Limit : The maximum age limit for appointment shall not be exceeding 30 years as on the closing date of receipt of applications.
6. Eligibility Conditions and educational qualifications for appointment on Direct Recruitment basis; initially for 2 years.

Desirable:

Diploma in Hotel Management from a recognized Institute

Preference will be given to those applicants who have experience in working in Institutes particularly educational Institutes with residential facilities

7. The following documents also need to be sent along with the application for applicants employed in the Government Sector.
 - a) Certificate for holding analogous post on regular basis or 5 years regular service in Pay Scale of Rs, 5500-9000.
 - b) Photocopies of ACRs for the last five years duly attested (signed and stamped) on each page by an officer not below the rank of Under Secretary to the Government of India
 - c) Vigilance Clearance Certificate (Annexure–II)
 - d) Integrity Certificates (Annexure–III)
 - e) No Penalty Certificate or a statement giving details of major or minor penalties imposed on the officer, if any, during the last **5 years** (Annexure – IV)
 - f) List details of organizations where work has been done, nature of work done in past ten years.
 - g) Reference from 3 Reporting Officers in past ten years.
8. For applicants employed in Non-Government Sector – Annual performance evaluation sheets by employer(s) for five years to be attached.
9. For self-employed applicants all references available and past service record if any.
10. Each page of the application and the enclosures must be signed by the applicant.

It may also be verified and certified that the particulars furnished by the officers are correct. Advance copies of application or those received after the prescribed closing date or not accompanied by the required certificates/documents are liable to be rejected.