



An ISO 9001:2015 Certified Institute  
कृषि एवं किसान कल्याण मंत्रालय (कृषि अनुसंधान एवं शिक्षा विभाग), भारत सरकार  
**भाकृअनुप- केन्द्रीय तटीय कृषि अनुसंधान संस्थान**  
भारतीय कृषि अनुसंधान परिषद  
एला, ओल्ड गोवा ४०३ -४०२ (भारत)

Ministry of Agriculture and Farmers Welfare (Department of Agricultural Research and Education), GOVERNMENT OF INDIA  
**ICAR-CENTRAL COASTAL AGRICULTURAL RESEARCH INSTITUTE**  
Indian Council of Agricultural Research  
Ela Old Goa -403 402



F.No. II-19065/1/2023-Estt

Date: 19-06-2023

**NOTIFICATION FOR RECRUITMENT**

It is proposed to fill up the following position purely on temporary basis at this Institute under the SCSP fund as detailed below:-

Sr. No.	Name of the post	No. of post	Essential qualification	Desirable qualification	Nature of duties	Emoluments	Age limit (maximum)	Duration
1	Young Professional-I	One Reserved for SC category	B.Com/BBA/BBS with minimum 60 % marks from a recognized University/ College with minimum 1 year of experience in relevant field. Knowledge of IT applications, virtual meeting platforms and computer skills like MS word, Excel, PowerPoint, Tally etc.	Work experience of more than 1 year.	1.Assisting in ledger maintenance. 2.Assisting of posting in accounting software. 3.Typing of correspondence to bank, etc. 4.Assisting in other related works in Accounts Section.	Rs. 25,000 /- per month (Consolidated )	Minimum 21 Maximum 45 yrs. Relaxable as per rules	One year

Terms and conditions:

1. The eligible candidates may appear for selection process on **30-06-2023 at 9:00 AM** at ICAR-Central Coastal Agricultural Research Institute, Ela, Old Goa along with their credentials. Candidates reaching after 9.00 AM will not be allowed to attend the selection process.
2. The candidates called for selection process are not entitled for TA/DA. The candidates are required to make their own arrangement for stay as no accommodation will be provided by this Institute.

Cont. -2-

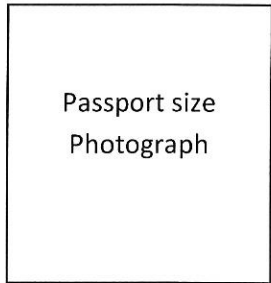
3. This temporary appointment will be for a specific period and the services will automatically stand terminated either with the termination of the Project/Scheme or even before at the discretion of the Competent Authority. The appointment will not bestow upon them any claim for regular employment at ICAR-CCARI, Ela, Old Goa
4. The Candidate should bring the following documents:
  - a) Duly-filled application form as available on the ICAR-CCARI website: <https://ccari.icar.gov.in/> Applications in any other format will not be considered.
  - b) The original and photo copy of the supporting documents of education qualification, work experience, any other testimonials.
  - c) The original and photo copy of proof of Date of Birth and Caste Certificate.
  - d) A No-Objection Certificate from the Employer in case the candidate is employed elsewhere.
5. The selection process will consist of an Objective-Type Test of 30- minute duration followed by structured Interview.
6. The appointment would be on full-time basis and she/he would not be permitted to take up any other assignment during the period of engagement with ICAR/ICAR Institutes.
7. Candidates whose near/distant relative(s) is an employee of the ICAR-CCARI, have to declare it and communicate to this Office as per the format given below. Such declaration must reach the undersigned by post or through e-mail at [aaosta.ccari@icar.gov.in](mailto:aaosta.ccari@icar.gov.in) or relative(s) working at ICAR-CCARI or other ICAR Institutes will also furnish a declaration (format given below) on the date of the interview.
8. Notwithstanding the duration of engagement, the Director of the Institute can terminate the services of such staff at any time without assigning any reason by issuing one month's notice or one month's emoluments thereof. The Candidate may also leave the assignment on their own volition, by giving one month's notice and one month's emoluments will be withheld by the Institute as caution money, and will be released after clearing of all dues by the staff.
9. At the end of the assignment, such staff will not have any right to claim any employment or engagement at ICAR-CCARI. The assignment will not bestow upon them any claim for regular employment at ICAR-CCARI, Goa or any other ICAR Institutes.
10. The Director, ICAR-CCARI, Ela, Old Goa reserves the right to fill up or not fill up the vacancies notified in this advertisement.

Copy to:

1. Smt. Anupama N.K., F&AO, ICAR-CCARI, Goa
2. Notice Board – Office & KVK
3. AKMU - to put on ICAR-CCARI, Goa website

  
**ADMINISTRATIVE OFFICER**

Application for \_\_\_\_\_



1.	Name of the Applicant					
2.	Mother's/Father's Name					
3.	Date of Birth					
4.	Category: General/SC/ST/OBC/EWS					
5.	Full Present Address (with PIN Code)					
6.	Full Permanent Address					
7.	Email Address					
8.	Contact No.					
9.	Qualification Details:					
a)	Details of Education (10 <sup>th</sup> onwards)					
	Sr. No.	Education Qualification	Years of Passing	% of marks	University/Institute from which degree/certificate obtained	
b)	Details of Experience:					
	Sr. No.	Name of Organization	Job Description	Period		Reasons for leaving
				From	To	

10.	Details of Testimonials Attached:	
i)		iv)
ii)		v)
iii)		vi)

Declaration

I hereby certify that the information /testimonials provided above are true to the best of my knowledge and in case any facts/testimonials are found to be false or incorrect, I shall be liable to be terminated from the employment for which I have applied.

Signature of the Applicant

**Declaration**

(To be submitted in advance by candidates whose relative (s) is an employees of ICAR.  
Other candidates will furnish it at the time of interview)

I..... declare that none of my near or distant relative(s) is an employee of the at the Headquarters/ Institutes of Indian Council of Agricultural Research (ICAR).

Or

I ..... declare that I am related to the following individuals (s) employed in Headquarters/ Institutes of Indian Council of Agricultural Research (ICAR), whose name(s), designation, nature of duties and relationship with me is furnished below:

Name:

Designation:

Institute/Organization:

Nature of Duties:

In the event of the above cited information is found to be incorrect or concealing any facts, my candidature to the interview / selection to the post is liable to be cancelled.

Date and Place

Signature

Full Name of the Candidate -.....