



**DIRECTORATE OF SORGHUM RESEARCH**  
(Indian Council of Agricultural Research)  
Rajendranagar, Hyderabad – 500 030  
Phone: 040-24015349 Fax: 091-040-24016378

Advertisement No.1/2012

Applications are invited for filling up the following posts at Directorate of Sorghum Research (Indian Council of Agricultural Research), Rajendranagar, Hyderabad.

Sl. No.	Name of the post	No. of vacancies	Pay Band + Grade Pay	Age
1	Lower Division Clerk	1 (OBC)	PB-1 Rs.5200-20200 + Grade Pay Rs.1900	18-27 years
2	Stenographer Grade III	1 (OBC)	PB-1 Rs.5200-20200 + Grade Pay Rs.2400	18-27 years

**Educational Qualifications:**

For Sl. No. 1

- 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.
- A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer (35 w.p.m. correspond to 10500 KDPH on an average of 5 key depressions for each word)

For Sl. No. 2

- 12<sup>th</sup> Class or equivalent qualification from a recognized Board or University.
- Professional efficiency:**

The candidates will be given one dictation test in English or in Hindi at 80 w.p.m. for 10 minutes. The candidates who opt to take the test in English will be required to transcribe the matter in 50 minutes on computer and the candidates who opt to take the test in Hindi will be required to transcribe the matter in 65 minutes on computer.

For more details (general instructions for candidates, application format etc.) please see our website: [http://www.sorghum.res.in/ad/recruitment\\_19may12.pdf](http://www.sorghum.res.in/ad/recruitment_19may12.pdf). Also see our website regularly for changes/subsequent information, if any. No separate advt. will be issued for any changes made.

**Note:- Those who have applied earlier for the above posts in response to our advertisement No.2/2011 published in Employment News dated 19<sup>th</sup> November, 2011 need not apply again. Their applications will also be considered.**

### General instructions for Candidates:

1. Last date for receipt of applications is one month from the date of publication.
2. The prescribed qualifications are minimum and an enhanced qualification does not entitle candidates to be called for written test/type test/interview. Where the number of applications received in response to advertisement is large and it will not be convenient or possible for the Institute to call for test/interview all the candidates, the Director, DSR, reserves the right to fix the criteria for calling the candidates on the basis of qualifications, experience etc.
3. After screening the applications the candidates may be called for written test/ interview.
4. Relaxation in upper age shall be allowed as per the Government of India Rules.
5. **Community certificate for OBC in the prescribed form from the competent authorities (issued on or after 1-1-2011), as in APPENDIX-I is to be submitted. Certificates submitted in any other form or from authorities not competent to issue the same and certificates issued prior to 1-1-2011 will not be considered.**
6. The upper age is relaxable up to 45 years for LDC and 43 years for Stenographer Gr.III in the case of serving employees of ICAR .
7. The post is non-government under the Indian Council of Agricultural Research, which will be governed by the New Pension Scheme introduced by Govt. of India w.e.f. 01-01-2004 mutatis-mutandis and as amended or modified from time to time.
8. The posts are purely temporary but likely to continue; these are transferable to any part of the country.
9. The selected candidates will be posted at any of the stations of DSR at Hyderabad, Jalna or Solapur (Maharashtra State) and liable to transfer to any place in India, to begin with.
10. Applications should be submitted in the proforma appended strictly type-written accompanied by a latest passport size photograph.
11. Crucial date for determining the age limit of candidates for the post will be the closing date of receipt of application.
12. Candidates are advised to send attested copies of certificates, marks-sheets, caste certificate in the prescribed proforma, and other certificates along with their applications.
13. Application duly completed in all respects may be sent to the Director, Directorate of Sorghum Research, Rajendranagar, Hyderabad – 500 030 along with an application fee (non-refundable) of Rs.100/- (Rupees one hundred only) in the shape of crossed D.D. drawn (after publication of advertisement in employment news) in favour of “ICAR Unit DSR” payable at State Bank of Hyderabad, Budwel Branch, Hyderabad. The fee paid is not refundable.
14. **The envelope containing application compulsorily superscribed as “APPLICATION FOR THE POST OF \_\_\_\_\_). Any candidate applying for more than one post should submit separate application for each post.**
15. Applications received after due date for any reason including postal delays will not be entertained. **Only hard copies sent through post are considered.**
16. **APPLICATIONS SUBMITTED PRIOR TO THE DATE OF PUBLICATION IN EMPLOYMENT NEWS WILL NOT BE CONSIDERED.**
17. No correspondence will be entertained from the candidates for selection/test/interview/appointment.
18. The Director, DSR reserves the right to change any of the conditions, and dates of tests/interview.
19. No TA/DA will be paid if asked to appear for test/interview.
20. **CANVASSING IN ANY FORM WILL BE TREATED AS DISQUALIFICATION.**

Application Format

Recent passport  
size photograph  
of the candidate

Advt. No. \_\_\_\_\_

**Application for the post of \_\_\_\_\_**

1. Name in full (in Block Letters) :
2. Father's/Husband's Name :
3. Nationality :
4. Place & Date of Birth :
5. Age (as on closing date of Advertisement) :
6. Sex (Male/Female) :
7. Present Address with E-mail and Mobile No. :
8. Permanent Address :
9. Whether belongs to SC/ST/OBC/PH/Ex-serviceman. :  
(If Yes, state name of caste & enclose attested  
copy of the caste certificate from a Gazetted Officer)
10. Name of the State :
11. Name of the Employment Exchange  
Registration No. and valid up to :
12. Educational / Technical Qualifications:

Sl.No.	Name of the Examination	University/Board	Year of Passing	Grade/Division & % of marks in aggregate	Subjects passed

13. Experience, if any, (experience of all previous and present employment) :

14. Whether any of your relative is working in :  
Directorate of Sorghum Research/ICAR, if so, please  
mention the name, designation and your relationship  
with the employee
15. D.D. No. & Date and name of issuing branch :
16. Indicate your choice of medium (English or Hindi) :  
for skill test (typing /stenography)

I hereby declare that all the particulars furnished above are true, complete and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false or incorrect/incomplete or ineligibility being detected at any time before or after interview/selection, my candidature is liable to be rejected. I shall be bound by the decision of the Director, DSR, Hyderabad.

Place:

Signature of the Candidate:

Date:

Name

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (OBC) APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

(Government of India, Dept. of Personnel and Training, O.M. No. 36033/28/94-Estt.(Res) dated 2-7-1997)

This is to certify that Sri/Srimati/Kumari\* \_\_\_\_\_  
Son/Daughter\*of \_\_\_\_\_ Village \_\_\_\_\_  
District/Division\* \_\_\_\_\_ in the \_\_\_\_\_  
State \_\_\_\_\_ belongs to the \_\_\_\_\_

**Community which is recognized as a backward Class under –**

- \* (i) Government of India, Ministry of Welfare Resolution No. 12011/68/93-BCC@, dated 10<sup>th</sup> September, 1993, published in the Gazette of India, Extraordinary, Part \_ 1 Section I, No. 186, dated 13<sup>th</sup> September, 1993.
- \* (ii) Government of India, Ministry of Welfare, Resolution No. 12011/9/94-BCC, dated 19<sup>th</sup> October, 1994, Published in the Gazette of India, Extraordinary, Part – I, Section I, No. 163, dated the 20<sup>th</sup> October, 1994.
- \* (iii) Government of India, Ministry of Welfare, Resolution No.12011/7/95-BBC, dated the 24<sup>th</sup> May 1995, published in the Gazette of India, Extraordinary, Part – I, Section No. 88 dated 25<sup>th</sup> May, 1995.
- \* (iv) Government of India, Ministry of Welfare, Resolution No. 12011/44/96-BCC, dated 6<sup>th</sup> December, 1996, published in the Gazette of India, Extraordinary, Part \_I, Section I, No. 210 dated the 11<sup>th</sup> December, 1996.

Sri/Srimati/Kumari\* \_\_\_\_\_ and/or his family ordinarily reside(s) in the \_\_\_\_\_ District/Division\* of the \_\_\_\_\_ State. This is also to certify that

he/she does not belong to the persons/sections (creamy layer) mentioned in column 3 of the Schedule to the

Government of India, Department Personnel and Training O.M. No. 36012/22/93-Estt.(SCT), dated 8-9-1993.

Place:

Date:

SEAL

Signature of District Magistrate,

Deputy Commissioner, etc.

\* Strike out whichever is not applicable.

Note:

- (a) The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People's Act, 1950.
- (b) The authorities competent to issue caste certificate are indicated below:
  - (i) District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1<sup>st</sup> Class Stipendiary Magistrate / Sub Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner (not below the rank of First Class Stipendiary Magistrate).
  - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate
  - (iii) Revenue Officer not below the rank of Tahasildar; and
  - (iv) Sub Divisional Officer of the area where the candidate and / or his family normally resides.