



**ICAR – INDIAN INSTITUTE OF MILLETS RESEARCH**

Rajendranagar, Hyderabad – 500 030

Ph. No: 24599300; Fax: 24599304; email: ao@millet.res.in

Advertisement No.02/2015

Applications are invited for filling up the following Skilled Support Staff posts at Indian Institute of Millets Research, Rajendranagar, Hyderabad.

Sl. No.	Name of the post	No. of vacancies	Reserved for SC/ST/OBC / UR	Pay Band + Grade Pay	Age
1	Skilled Support Staff	07	OBC - 01 UR - 06	PB-I: Rs. 5200-20200 + Rs. 1800	18-25 years

**Educational Qualifications:**

Matriculation or equivalent pass or ITI pass

**For more details (general instructions for candidates, application format etc.) please see our website: [www.millet.res.in/ad/ad2-15.pdf](http://www.millet.res.in/ad/ad2-15.pdf). Also see our website regularly for changes/subsequent information, if any. No separate advt. will be issued for any changes made.**

ADMINISTRATIVE OFFICER

## General instructions for Candidates:

1. Last date for receipt of applications is one month from the date of publication in the Employment News. The last date of receipt of application for the candidates of Andaman & Nicobar, Lakshadweep, North-East region is 45 days.
2. The prescribed qualifications are minimum and an enhanced qualification does not entitle candidates to be called for written 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, IIMR, 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 to SC/ST/OBC and any other category as per the Government of India Rules.
5. **Community certificate for OBC in the prescribed form from the competent authorities, 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 six months from the closing date of receipt of application will be ignored. And such applications will be rejected at screening level.**
6. 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.
7. The posts are purely temporary but likely to continue; these are transferable to any part of the country.
8. The selected candidates will be posted at any of the stations of IIMR at Hyderabad or Solapur (Maharashtra State) and liable to transfer to any place in India.
9. Applications should be submitted in the proforma appended strictly type-written accompanied by a latest passport size photograph.
10. Crucial date for determining the age limit of candidates for the post will be the closing date of receipt of application.
11. Candidates are advised to send self-attested copies of certificates, marks-sheets, caste certificate in the prescribed proforma, and other certificates along with their applications.
12. Application duly completed in all respects may be sent to the Director, Indian Institute of Millets 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 in favour of “ICAR Unit DSR” payable at State Bank of Hyderabad, Budwel Branch, Hyderabad. (Candidates belonging to SC/ST/PH/Women candidate category are exempted from payment of application fee). The fee paid is not refundable.
13. **The envelope containing application compulsorily superscribed as “APPLICATION FOR THE POST OF Skilled Support Staff).**
14. Applications received after due date for any reason including postal delays will not be entertained.
15. No correspondence will be entertained from the candidates for selection/test/interview/appointment.
16. The Director, IIMR reserves the right to change any of the conditions, and dates of tests/interview.
17. No TA/DA will be paid if asked to appear for test/interview. However, SC/ST candidates are eligible for TA as per Govt. of India rules.
18. **CANVASSING IN ANY FORM WILL BE TREATED AS DISQUALIFICATION.**

ADMINISTRATIVE OFFICER

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. Educational / Technical Qualifications:

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

12. Experience, if any, (experience of all previous and present employment) :
13. Whether any of your relative is working in Indian Institute of Millets Research/ICAR, if so, please mention the name, designation and your relationship with the employee :

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, IIMR, Hyderabad.

Place:  
Date:

Signature of the Candidate:  
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 the Government of India, Ministry of Social Justice and Empowerment's Resolution No. \_\_\_\_\_ dated \_\_\_\_\_\*.

Sri/Srimati/Kumari\* \_\_\_\_\_ and/or his family ordinarily reside(s) in the  
\_\_\_\_\_ District/Division\* of the \_\_\_\_\_ State / Union Territory. 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.

Seal

- 
- The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.
  - As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950