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| **Hkkd`vuqi& d`f”k rduhdh vuqiz;ksx laLFkku­ dksydkrk** ICAR_logoICAR-Agricultural Technology Application Research Institute KolkataHkkjrh; d`f”k vuqla?kku ifj”knINDIAN COUNCIL OF AGRICULTURAL RESEARCHlkYV ysd] dksydkrk & 700 097 Salt Lake, Kolkata – 700 097  **Website: www.atarikolkata.org** | |
|  | F. No. ATARI/Kol/1.1/34/2009-10    Date: 23.05.2017 |

To

The Director(s)/Project Director(s) of ICAR Institutes/ATARIs/NRCs of ICAR Research Institutes

Sub: Filling up of one post of Junior Accounts Officer Pay Level- 6 (Erstwhile Pay Band Rs.9300-34800+G.P. Rs.4200/-) on permanent transfer basis- regarding.

Sir,

It is proposed to fill up one post of Junior Accounts Officer Pay Level- 6 (Erstwhile Pay Band Rs.9300-34800+G.P. Rs.4200/-) on permanent transfer basis at this ICAR-Agricultural Technology Application Research Institute, Kolkata from amongst the eligible candidates working at the ICAR Headquarters/Institutes/ATARI/Project Directorates/NRCs etc.

**Details of post is given below**:

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| --- | --- | --- |
| **Sl.No.** | **Name of the Post** | **Essential Qualification** |
| 01. | Junior Accounts Officer | Persons holding analogous post on regular basis or employees who have passed ICAR Audit and Accounts Examination |

It is requested that the vacancies may please be circulated among the eligible candidates working under your administrative control. The applications of such candidates who may be relieved immediately in the event of their transfer/promotion may please be forwarded in the enclosed proforma alongwith CR dossiers for the last five years **on or before 23.06.2017**.

A certificate to the effect that no disciplinary/vigilance case is pending or being contemplated against the candidate may also be forwarded along with the application.

Incomplete applications or those received after the prescribed due date will not be considered.

Yours faithfully,

Asstt. Administrative Officer

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*Hkwfe fogkj dkEIysDl] Cykd&th-ch-]lsDVj&3] lkYV ysd] Bhumi Vihar Complex, Block-GB, Sector-III, Salt Lake,*

*bZesy% E-mail: atarikolkata@gmail.com; QSDl% Fax: 033-23352355*

Application for the post of Junior Accounts Officer (on transfer for permanent absorption/promotion) at ICAR-Agricultural Technology Application Research Institute, Kolkata (to be received at ICAR-ATARI, Kolkata on or before 23.06.2017)

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| --- | --- | --- | --- | --- | --- |
| **S.No.** | **Particulars** |  | | | |
| 01. | Name (In block letters) |  | | | |
| 02. | Name of the Institute where presently working |  | | | |
| 03. | Date of appointment on regular basis in the present post |  | | | |
| 04. | Whether permanent/temporary |  | | | |
| 05. | Date of Birth |  | | | |
| 06. | Year of passing ICAR Audit & Accounts Examination for JAO |  | | | |
| 07. | Service Particulars |  | | | |
| Name of Institute | Post Held | Scale | Period | | Nature of duties attended |
| From | To |
|  |  |  |  |  |  |
| 08. | Educational Qualification |  | | | |
| 09. | Any other information relevant of the Service |  | | | |

I do hereby declare and certify that the information furnished above is correct and true to the best of my knowledge and belief.

Signature of applicant with date

Certificate to be furnished by the Head of Office

Certified that the information furnished by the candidate has been verified from the service records of the candidate and found correct. It is also certified that there is no vigilance case pending/being contemplated against the candidate.

Signature with Seal of Officer

Place:

Date: