

BY SPEED POST

CS (Busy)

No.Z-11023/1(FASAL)/2012-IT(pt.II)

Government of India

Ministry of Agriculture & Farmers Welfare

Department of Agriculture & Farmers Welfare

(Digital Agriculture Division)

Krishi Bhawan, New Delhi,

Dated:- 25<sup>th</sup> May, 2022

PAVCS

06/6/22

03 JUN 2022

59245



To,

1. All Ministers/Departments of the Government of India
2. Chief Secretaries of all State Government/ Union Territories Administrations
3. All Autonomous Bodies/Semi-Government Organizations.
4. All recognised Research Institutions/ Universities.

06-6-2022

**Subject : Filling up one post of System Manager in the pay scale of Rs.15600-39100/- with a Grade Pay of Rs.6600/- (PB-3) (Level 11 as per 7<sup>th</sup> CPC) on deputation (ISTC) basis.**

Applications are invited from eligible and suitable officials for filling up one post of **System Manager** on deputation (ISTC) basis in Mahalanobis National Crop Forecast Centre, Near Krishi Vistar Sadan, IARI Campus, Pusa, New Delhi- an Attached Office of this Department. Details of the post, eligibility conditions etc. are given in **Annexure-I**.

2. Application of only such officials/candidates will be considered as are routed through proper channel and are accompanied by (i) Bio-data (in duplicate) as per proforma (**Annexure-II**), (ii) Photocopies of APARs for the last five years attested on each page by an officer not below the rank of Under Secretary to the Government of India, (iii) Vigilance Clearance Certificate, (iv) Integrity Certificate, (iv) No Penalty Certificate or a statement giving details of major/minor penalties imposed on the officer, if any, during the last 10 years and (v) Cadre Clearance Certificate, in the enclosed format (**Annexure-III**). It may also be verified and certified that the particulars furnished by the officers are correct.

3. It is therefore, requested that applications of willing, suitable and eligible officers and those who can be spared immediately in the event of selection may be sent to Under Secretary (Digital Agriculture), Department of Agriculture & Farmers Welfare, Room No. 39, Krishi Bhawan, New Delhi within a period of 60 days from the date of publication of the advertisement in the Employment News.

4. Advance copies of applications or those received after the prescribed closing date or not accompanied by required certificate/documents are liable to be rejected.

5. Officers selected for the post will have the option to draw his/her Grade Pay plus Deputation(Duty) Allowance or have his/her pay fixed in the Scale of Pay of the post in accordance with the Department of Personnel & Training OM No.6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time.

Services-II Branch

Diary No 59245

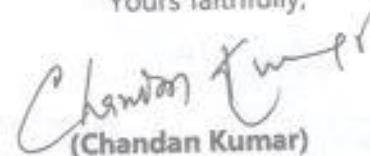
Date 08/06/22

6. The vacancy may kindly be given wide publicity in your Department / Organization.

7. Hindi version follows.

8. The advertisement and other details/annexures are also available on the website of the Department and MNCFC at [www.agricoop.nic.in](http://www.agricoop.nic.in) and [www.ncfc.gov.in](http://www.ncfc.gov.in).

Yours faithfully,

  
(Chandan Kumar)

Under Secretary to the Government of India  
Tel No. 011- 23382926

Copy forwarded to:

- I. The Secretary, Union Public Service Commission, New Delhi
- II. All Attached and Subordinate Offices, Autonomous Bodies under the Department  
Agriculture And Farmers Welfare, Ministry Of Agriculture
- III. Joint Secretary (Admin.)/ Joint Secretary (Digital Agriculture)
- IV. Director, Mahalanobis National Crop Forecast Centre, Department of Agriculture and  
Farmers Welfare, Near Krishi Vistar Sadan, IARI Campus, Pusa, New Delhi
- V. Department of Personnel & Training (RR Division), North Block, New Delhi
- VI. Guard File/Spare copies/ Notice Board.
- VII. Deputy Director(OL) Department of Agriculture and Farmers Welfare, Ministry of  
Agriculture for Hindi Version.
- VIII. NIC- for uploading on official website of DAC.

1. Name of the post: System Manager
2. Number of posts: 1(One)
3. Classification of post: General Central Service, Group 'A' Gazetted, Non-Ministerial
4. Pay Scale: (PB-3), Rs.15600-39100/- with Grade Pay Rs.6600/- (Level 11 as per 7<sup>th</sup> CPC)
5. Age Limit: The maximum age limit for appointment on deputation (including short term contract) shall be, not exceeding 56 years, as on the closing date of receipt of applications.
6. Method of Recruitment: By deputation (including short term contract.)
7. Eligibility: Officers of the Central Government or State Governments or Union Territories or Autonomous Organisations or Semi Government Organisations or Recognized Research Institutes or Universities possessing the following service, educational qualifications and experience, are eligible -

- a) (i) Holding analogous post on regular basis in the parent cadre or department, or  
(ii) Officers having five years of regular service in the Pay Band – 3 (Rs.15600-39100) + Grade Pay Rs. 5400 (Level 10 as per 7<sup>th</sup> CPC) in the parent cadre or Department, and

- b) Possessing the educational qualifications and experience as indicated below:

M.E. or M.Tech. in Computer Engineering or Computer Science or Information Technology with three years' experience in Computer System and Network Management and skills in Programming (e.g. NET, JAVA, C++)

OR

B.E or B.Tech. in Computer Engineering or Computer Science or Information Technology with five years' experience in Computer System and or Network Management and skills in Programming (e.g. NET, JAVA, C++)

8. Initial place of posting :- New Delhi

9. Period of deputation: Period of deputation (including short term contract) including the period of deputation (including short term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organizations or Departments of the Central Government shall ordinarily not to exceed three years.

Note 1: The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputation shall not be eligible for consideration for appointment by promotion.

Note 2: For the purpose of appointment on deputation basis, the service rendered on a regular basis by an Officer prior to the 01<sup>st</sup> January, 2016 ( the date from which the revised pay structure based on the 7<sup>th</sup> Central Pay Commission recommendations has been extended), shall be deemed to be the service rendered in the corresponding grade pay or pay scale extended based on the recommendation of the Commission except where there has been merger of more than one pre-revised scale of any into one grade with a common grade pay or pay scale, and where this benefit will extend only for the post(s) for which that grade or pay scale is the normal replacement grade without any upgradation.

**10. Duties and responsibilities attached to the post:**

- i. Define system requirement and assist in procurement of H/W & S/W, network components, data storage, UPS, peripherals etc.
- ii. Define Acceptance testing procedure of H/W & S/W and carry out burnout tests and prepare report thereof
- iii. Run the computer labs as per the need of the centre (Two shifts/day during peak season)
- iv. Regular maintenance, back up, user account creation, disk quota management, priority assignment etc of Data Centre of the MNCFC
- v. Interfacing with vendors and suppliers,
- vi. Organizing training courses for different applications software, software upgrading, development module identification etc.
- vii. Data and network security etc.
- viii. Establish mechanism for data downloading and uploading

## CURRICULUM VITAE PROFORMA

1. Name and Address (in Block Letters) :
2. Date of Birth (in Christian era) :
3. Date of retirement under Central/State Government Rules :
4. Educational Qualifications: 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)  
Essential:

| Qualifications / experience required | Qualifications / experience possessed by the Officer |
|--------------------------------------|------------------------------------------------------|
| 1                                    |                                                      |
| 2                                    |                                                      |
| 3                                    |                                                      |

5. Please State clearly whether in the light of entries made by you above, you meet the requirement of the post
6. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

| Office / Institution | Post held | From | To | Scale of Pay and Basic Pay | Nature of duties (in detail) |
|----------------------|-----------|------|----|----------------------------|------------------------------|
|                      |           |      |    |                            |                              |
|                      |           |      |    |                            |                              |
|                      |           |      |    |                            |                              |

7. Nature of present employment (i.e. Ad-hoc or Temporary or Quasi-Permanent or permanent) :
8. In case the present employment is held on deputation / contract basis, please state :
  - a) The date of initial appointment :
  - b) Period of appointment on deputation / contract :
  - c) Name of the parent office / organisation to which you belong :

9. Additional details about present employment.

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

- a) Central Govt.
- b) State Govt./UTs
- c) Autonomous Organisation
- d) Government Undertaking
- e) Universities/Research Institutes
- f) Other

10. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade

11. 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

12. Total emoluments are per month now drawn

13. 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 qualifications
  - ii. Professional training and
  - iii. Work experience over and above prescribes in the Vacancy Circular/ Advertisement)
- (Note: Enclose a separate sheet, if the space is insufficient).

14. Please state whether you are applying for deputation (ISTC)

15. Whether belongs to SC/ST

16. Remarks (The candidates may indicate information with regard to

- (i) Research publications and reports and special projects
- (ii) Awards/Scholarship/Official Appreciation
- (iii) Affiliation with the professional bodies / institutions / societies and
- (iv) any other information.

(Note: Enclose a separate sheet if the space is insufficient)

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 selection for the post

(Signature of the Candidate)

Address -----

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Date:

Place:

Countersigned by the Present Employer not below the rank of Under Secretary or equivalent rank:

(Employer with Seal)

**INTEGRITY CERTIFICATE**

After scrutinizing Annual Confidential Reports of Shri/Smt./Ms. \_\_\_\_\_, who has applied for the post of System Manager in Mahalanobis National Crop Forecast Centre (MNCFC) on deputation (istc) basis, it is certified that his/her integrity is beyond doubt.

(To be signed by an Officer of the rank of Deputy Secretary or above)

Name & 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 System Manager in Mahalanobis National Crop Forecast Centre (MNCFC) on deputation (istc) basis.

[Authorised signatory]

Name & 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 System Manager in Mahalanobis National Crop Forecast Centre (MNCFC) on deputation (istc) basis during the last ten years.

[Authorised signatory]

Name & Office seal : \_\_\_\_\_

Date: \_\_\_\_\_

**CADRE CLEARANCE CERTIFICATE**

This office has no objection to Shri/Smt./Ms. \_\_\_\_\_ applying for the post of System Manager in Mahalanobis National Crop Forecast Centre (MNCFC) on deputation (istc) basis. In the event of his/her selection, he/she will be immediately relieved to take charge of the assignment.

[Authorised signatory]

Name & Office seal : \_\_\_\_\_

Date: \_\_\_\_\_