OFFICE MEMORANDUM

Subject: Filling up vacant posts of Section Officer of CSS in the Department of Agriculture, Co-operation and Farmers Welfare located outside the NCR—reg.

The following vacancies in the grades of Section Officer in Department of Agriculture, Cooperation & Farmers Welfare located outside the National Capital Region are likely to occur:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Office</th>
<th>Name of Post</th>
<th>Number of Vacancies</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Directorate of Marketing &amp; Inspection, Nagpur</td>
<td>Section Officer</td>
<td>03</td>
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<tr>
<td>2.</td>
<td>Directorate of Plant Protection Quarantine &amp; Storage, Faridabad</td>
<td>Section Officer</td>
<td>02</td>
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</tbody>
</table>

2. Directorate of Marketing & Inspection, Nagpur and Directorate of Plant Protection Quarantine & Storage, Faridabad are under the cadre control of Department of Agriculture, Cooperation & Farmers Welfare.

3. Ministries/Departments are requested to circulate these vacancies among CSS officers and forward applications of willing officers to CS.I Division, DOP&T by 15th January, 2016. The applications should be submitted in the format enclosed. While forwarding applications, vigilance status of the officer should also be indicated.

[Signature]

Chandra Shekhar
Under Secretary to the Govt. of India
Tel: 011-24624046

To

All the Ministry/Departments of Government of India
Under Secretary (Admin./Estt.)
ANNEXURE

Request for Posting to the post of

AI

1. PERSONAL INFORMATION

1. Name
2. Designation
3. Date of Birth
4. Present Ministry/Department
5. Contact Number
6. Education Qualification

2. EXPERIENCE

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Grade</th>
<th>Ministry/Department</th>
<th>Period (Give Dates)</th>
<th>Subject Dealt (in brief)</th>
</tr>
</thead>
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</tr>
</tbody>
</table>

3. Regional office for which applied:

4. Reasons for posting:

Certified that I have verified the data in respect of me in the web based cadre management system and the data available therein is correct and up to date.

Date ____________________________ (signature of the applicant)

(For Adm. Division of Ministry/Department)

Forwarded:

It is certified that the details of the officer in the web based cadre management is complete, correct and up to date.

The officer is clear from vigilance angle.

Date ____________________________

Signature: ____________________________

Name: ____________________________