



भारतीय कृषि अनुसंधान परिषद  
Indian Council of Agricultural Research  
केन्द्रीय समुद्री मात्स्यिकी अनुसंधान संस्थान  
Central Marine Fisheries Research Institute



(कृषि अनुसंधान एवं शिक्षा विभाग, कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार)  
(Department of Agricultural Research and Education, Ministry of Agriculture and Farmers' Welfare, Govt. of India)  
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CMFRI Platinum Jubilee - Celebrating 70 years of Excellence in Research

F. No.14(1)/2013-Estt.(Vol-III)

Dated: 01.07.2021

To

All Directors/Project Directors of ICAR Research Institutes/NRCs/Project Directorates/ZCUs etc.

Sub:- Filling up of the vacant post of **Assistant Finance & Accounts Officer** (Unreserved) in the Pay Matrix Level-07: ₹ 44,900-1,42,400 at ICAR-CMFRI, Kochi - regarding.

Sir/Madam,

It is proposed to fill up a post of **Assistant Finance & Accounts Officer (Unreserved)** in the Pay Matrix Level-07: 44,900-1,42,400 at ICAR-CMFRI, Kochi, on permanent absorption basis:-

| Sl. No. | Name of the Post                     | No. of Post & Reservation | Pay Band  | Eligibility   |
|---------|--------------------------------------|---------------------------|---|---|
| 1.      | Assistant Finance & Accounts Officer | 1 (One)<br>UR             | Pay Matrix Level-07:<br>44,900-1,42,400<br>(pre-revised 9300-34800 + Grade Pay 4600/- | <p>a. by promotion of Junior Accounts Officer in the Pay Matrix Level-6: 35,400-1,12,400 (pre-revised Pay Band -2: Rs.9300-34800 + Grade Pay of Rs.4200) with three years of regular service in the grade from other Institutes/Headquarters of the Council on permanent absorption basis.</p> <p>b. Failing (a) above, by promotion of Assistants having rendered 5 years of continuous and regular service in the Pay Matrix Level-6: 35,400-1,12,400 (pre-revised Pay Band -2: Rs.9300-34800 + Grade Pay of Rs.4200) and having qualified ICAR Audit and Accounts Exam conducted by the ICAR.</p> <p>c. Failing (a) &amp; (b) above by promotion of Assistant having rendered three years of service in the grade in the Pay Matrix Level-6: 35,400-1,12,400 (pre-revised Pay Band -2: Rs.9300-34800 + Grade Pay of Rs.4200) and have qualified ICAR A&amp;A Examination conducted by ICAR or by Junior Accounts Officer in the grade of Pay Band -2: Rs.9300-34800 + Grade Pay of Rs.4200 with two years of regular service and having undergone successfully a</p> |

|  |  |  |  |   |
|--|--|--|--|---|
|  |  |  |  | two months training Programme at National Institute of Financial Management (NIFM), Faridabad and having qualified the examination based on the training, |
|--|--|--|--|---|

It is requested that the above vacancies may please be arranged to be circulated among the eligible and desirous candidates/employees working at your Institute/Establishment to enable them to apply for the same in the enclosed proforma. Application(s) along with up-to-date APAR dossiers for the last five years should reach to the undersigned within 30 days from the date of issue of this letter. It may be noted that applications of only such candidates are required to be forwarded who can be relieved immediately in the event of his/her selection.

While forwarding the application(s) a certificate to the effect that no vigilance/ disciplinary case is pending or being contemplated against the candidate(s) may also be sent. The applications received without APAR dossiers and Vigilance Clearance Certificate will not be considered.

This is issued with the approval of the Director, CMFRI.

Yours faithfully,

(K. Ramadasan)  
ASSISTANT ADMINISTRATIVE OFFICER (ESTT.)

Copy to:-

1. The Deputy Secretary (Admn.), Indian Council of Agricultural Research, Krishi Bhavan, New Delhi – 110 001 for circulation amongst the eligible persons working at the Council's Headquarters.
2. The Director (Finance), ICAR, Krishi Bhavan, New Delhi-110 001.
3. The Under Secretary (Fy.), Indian Council of Agricultural Research, Krishi Anusandhan Bhavan, New Delhi – 110 012.

**PROFORMA**

**APPLICATION FOR THE POST OF ASSISTANT FINANCE & ACCOUNTS OFFICER  
(UNRESERVED) AT ICAR-CMFRI, Kochi**

1. Name of the Candidate :  
(in BLOCK LETTERS)
2. Name of the Institute where working at present :
3. Post held at present with the date of appointment indicating whether :  
on regular basis

4. Date of Birth :
5. Educational qualification giving details of examination passed from matriculation onwards :
6. Details of Technical/other qualifications, if any, :
7. Whether belongs to SC/ST/OBC/General) :
8. Service Details :

| Name of the Institute | Post held | Scale of Pay | Period |    | Nature of Duties | Whether ad-hoc or on regular basis |
|-----------------------|-----------|--------------|--------|----|------------------|------------------------------------|
|                       |           |              | From   | To |                  |                                    |
|                       |           |              |        |    |                  |                                    |

9. Any other information/particulars relevant to the service of the employee(s) :

**DECLARATION**

I do hereby declare that all the particulars furnished by me in this application 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 selection, my candidature is liable to be rejected. I shall bound by the decision of the Director, CMFRI.

SIGNATURE OF THE CANDIDATE

**CERTIFICATE TO BE FURNISHED BY THE HEAD OF OFFICE**

1. The above particulars furnished by the candidate are correct as per office record.
2. It is certified that no vigilance/disciplinary case is pending/contemplated against the above candidate.

Date:

Signature of the Authorized Signatory with Seal