

भारत सरकार
GOVERNMENT OF INDIA

CENTRAL RESEARCH INSTITUTE, KASAULI(HP) -173204
(Ministry of Health & Family Welfare/Dte. G.H.S., New Delhi)

दूरभाष /Tel No: 01792-272060, 272114.
फैक्स /Fax No : 01792-273377, 272016,

By Registered Post
संख्या/No.1-11/92-Admn.
केन्द्रीय अनुसंधान संस्थान, कसौली (हि0प्र0)
CENTRAL RESEARCH INSTITUTE,
KASAULI (HP). Dated: 19-X-2018

ADVERTISEMENT

Filling up of one post of Administrative Officer in Central Research Institute, Kasauli under Ministry of Health & family Welfare / Dte.General of Health Services on deputation basis.

Applications are invited from the eligible candidates for appointment on deputation basis to the one post of **Administrative Officer** in Central Research Institute, Kasauli in the pay Scale of Rs. 9300-34800 +Grade Pay 4800 (Pre-revised), revised as per 7th CPC in Pay Matrix level 8, General Central services Group 'B' Gazetted (Ministerial). Application of only such Officer's will be considered as are routed through proper channel in the prescribed proforma (Annexure-1), in duplicate. The post is to be filled by transfer on deputation :-

1. Section Officers or Assistant Section Officers of Central Secretariat Service having degree of a recognized University.
2. About 5 year's administrative experience in a responsible capacity (qualifications relaxable at Commission's discretion in case of candidates otherwise well- qualified), **Desirable:-** Experience of Administration in a Medical Research Institute.
3. The period of deputation will ordinarily not exceed 3 years.
4. The pay and allowances and other term of the officer who are selected will be regulated in accordance with DOPT OM No. 6-8/2009-Estt. (Pay-II) dated 17.06.2010 as amended from time to time.
5. The applications of suitable officers who are willing and eligible for the post and who can be spared immediately in the event of selection may be forwarded through proper channel to the **Director, Central Research Institute, Kasauli Distt. Solan (H.P.) -173204** duly verified within 45 days of publication in Employment News in the prescribed proforma alongwith APAR/ACR dossiers (Attested copies) for the last 5 years, Integrity Certificate , Vigilance Clearance and statement details of major or minor penalties imposed on the officer, if any, etc.

CENTRAL RESEARCH INSTITUTE,
KASAULI (H.P.)-173204

(DR. Ajay Kumar Tahlah),
o/c DIRECTOR. 23/10/18

ANNEXURE -1

Ministry/ Department :-

1. Name:-
2. Date of Birth :-.....
3. Present post held & whether it is a cadre post or ex-cadre post?:
4. Present pay & scale of pay :-.....
5. Educational & Other Special qualification, if any:-
6. Brief Service Particulars :-

Designation of the post held	Scale of pay	Pay last drawn	Period	
			From	To

7. Experience in Administration,:-
Account and Estt. Matters.
8. Date of return from last ex-cadre post, if any:
9. Whether SC/ST ;

Date: -
Place: -

Signature of candidate

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ABRIDGED ADVT. NOTICE

Applications are invited for filling up of one post of Administrative Officer, Group B (Gazetted) at Central Research Institute, Kasauli (Under Ministry of Health & Family welfare /Dte. General Health Service) in the Pay Matrix level-8 (pre-revised scale of pay of Rs. 9300-34800 + Grade Pay 4800) by deputation from Section Officers or Assistant Section Officers of Central Secretariat Service having degree of a recognized University.

A detailed advertisement notice alongwith application format can be seen on Institute Website.
www.crikasauli.nic.in.

Duly completed applications, through proper channel, should reach to the undersigned within 45 days of publication of this Notice in Employment News.

(Dr. Ajay Kumar Tahlan),
23/6/18

Director.
23/6/18

etc

23/6/18