

# Coconut Development Board

(Ministry of Agriculture & Farmers Welfare, Govt. of India)

Kera Bhavan, Kochi-682 011

Fresh applications are invited for filling up one existing vacancy of the post of **Chief Coconut Development Officer (Group-A)** in Level-12 in the pay matrix (Rs. 78800-209200/-) in the Coconut Development Board (CDB), Kochi (Kerala), an autonomous organization under the Department of Agriculture and Farmers' Welfare, Ministry of Agriculture and Farmers' Welfare, on deputation or promotion basis. The eligibility conditions are as follows:-

## **Deputation:-**

Officers under Central/State Governments/Union Territories/Indian Council of Agricultural Research/ Agricultural Universities/ Public Sector Undertakings/ Recognized Research Institutions or Councils/ Semi-Government/ Autonomous or Statutory Organizations:-

1. (a) (i) Holding analogous posts on regular basis in the parent cadre/ Department; or  
(ii) With 5 years' service in the grade rendered after appointment thereto on a regular basis in Level 11 (Rs. 67,700-2,08,700/-) in the pay matrix or equivalent in the parent cadre/ Department; and
- (b) Possessing the educational qualifications and experience as follows:

## **Essential:-**

- i. Master's Degree in Horticulture or Agriculture or Plant Sciences of a recognized University or equivalent.
- ii. Knowledge of all aspects of coconut cultivation, marketing and processing so as to be able to advise the Board on the implementation of suitable development programmes.
- iii. Ten years' experience in agricultural Research/ Development/ Extension/ Processing/ Marketing work with particular reference to coconut.

## **Desirable:-**

- i. Doctorate of any of the subjects mentioned under essential qualifications.
- ii. Should possess experience of preparation of development project on the various aspects of the coconut industry.
- iii. Administrative experience in a responsible capacity.
- iv. Working knowledge of computers.

2. Period of deputation including the period of deputation in any other Ex-Cadre post held immediately preceding the appointment in the same or some other organization shall ordinarily not exceed four years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of the receipt of the applications.

3. The officer selected on deputation basis will have the option to draw his pay plus Deputation (Duty) allowance or to have his pay fixed in the scale of the post in accordance with DOPT's OM No.2/8/97-Estt.(Pay II) dated 17.06.2010, as amended from time to time.

4 Application (three copies) in the given proforma, along with attested photocopies (to be got attested by an officer not below the rank of Under Secretary to the Government of India) of APAR of preceding five (05) years (up to the year 2020-21) and Integrity Certificate of eligible officers, who could be spared in the event of selection, may kindly be forwarded to the Under Secretary(MIDH), Horticulture Division, Room No.-339, 'B' Wing, 3<sup>rd</sup> Floor, Department of Agriculture and Farmers' Welfare, Ministry of Agriculture and Farmers' Welfare, Krishi Bhawan, Dr. Rajendra Prasad Road, New Delhi-110001, **within 45 days** from the date of publication of this advertisement in the Employment News. Further, soft copy (PDF format) of application along with all relevant documents may also **be emailed within prescribed time limit at ushorticulture-agri@gov.in**. Application of those candidates only will be considered whose applications have been received through proper channel. Advance copy of the application will not be entertained.

5. While forwarding the applications, it may also be verified and certified that the particulars furnished by the officers are correct and that no vigilance case is either pending or contemplated against them and no major/ minor penalty has been imposed on the officers during the last 10 years. Applications received after due date or without the ACRs, Vigilance Clearance, Integrity Certificate and a statement showing major/minor penalty, if any, imposed on the officers during the last 10 years or otherwise found incomplete will not be considered.

**Promotion:-**

The Directors in Level 11 (Rs. 67,700- 2,08,700/-) in the pay matrix or equivalent working in the Coconut Development Board and possessing the qualifications and experience prescribed in para 1 (b) above shall also be considered and in case any of them is selected for appointment, he shall be treated as having been appointed on promotion.

Chairman (CDB)

### Bio-Data 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 qualification:

Level	Exam. Passed/ Degree obtained	Division/Grade and % of marks	Year of passing Degree/Diploma	Duration of the Degree/ Diploma course etc.	University	Subject	Subject of specialization

5. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:
6. Whether your candidature is for Appointment on transfer on deputation:
7. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Name of post	Employer/ Organization	From	To	Scale of pay and its classification	Nature of appointment	Whether appointment through UPSC / State PSC or otherwise	Nature of duty performed (in brief)

8. Nature of present employment i.e. ad -hoc or temporary or quasi-permanent or permanent:
9. 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/ Organization to which you belong:

10. Additional details about present employment. Please state whether working under:

- |                              |                            |
|------------------------------|----------------------------|
| a. Central Government        | b. State Government        |
| c. Public Sector Undertaking | d. Commercial organization |

11. Please state whether you are working in the same Department and in the feeder grade / in the feeder to feeder grade:
12. Are you in the revised scale of pay? If yes, give the date from which the revision took place and also indicate the per-revised scale :
13. Total emolument per month now drawn:

14. Additional information, if any, which you would like to mention in support of your suitability for the post.  
Enclose a separate sheet, if the space is insufficient:
15. Whether belongs to SC/ ST/ :
16. Remarks:

**Signature of the candidate**

**Certificate to be furnished by the Employer/ Head of the Office/ Forwarding Authority**

Certified that the particulars furnished by Shri/Smt./Kum .....  
are correct and he/she possesses the required educational qualifications and experience  
mentioned in the vacancy circular.

**Also certified that:**

- a. There is no vigilance case pending/contemplated against him/her.
- b. His/her complete ACR dossier/ACRs for the last 5years duly attested (on each page) by an officer not below the rank of Under Secretary to the Govt. of India are closed.
- c. His/her Integrity is beyond doubt.
- d. No major/minor penalties have been imposed on him/her during the last 10 years/list of major / minor penalties imposed on him/her during the last 10 years is enclosed.

Date:

Place:

Signature.....  
Name & Designation .....  
With Seal .....