



NATIONAL RESEARCH CENTRE ON POMEGRANATE
(Indian Council of Agricultural Research)
NH-9Solapur-Pune Highway, Kegaon, Solapur 413 255

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Advt. No. NRCP/01/2013

The Director, National Research Centre on Pomegranate (ICAR), Solapur, Maharashtra invites applications from Indian Nationals for recruitment to the following post:

1.	Name of the post	Lower Division Clerk
	No. of posts	One (01)
	Category/Reserved for	UR (Un-reserved)
	Scale of pay	PB-1 : Rs.5200-20200/- and Grade Pay : Rs.1900/-
	Age limit	18 – 27 years as on the closing date for receipt of applications. Relaxation in Upper age shall be allowed to Scheduled Caste/ Scheduled Tribe/OBC and any other category as per the instructions issued by the Government of India from time to time.
A.	Educational & other qualifications required	(i) 12 th Class or equivalent qualification from the recognized Board or University (ii) A minimum speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on Computer. (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH on an average of 5 key depressions for each word)

i) The post is temporary and likely to continue. ii) Crucial date for determining the age limits for the post shall be the closing date for receipt of applications. iii) Where the number of applications received in response to advertisement is large and it will not be convenient or possible for the Centre to call for test/interview all those candidates, the Director NRC on Pomegranate, Solapur reserves the right to fix the criteria for calling the candidates on the basis of qualifications, experience etc. to reduce the number. After screening the applications, the candidates will be called for Written Test, Typing Test and Interview. iv) The post carries usual allowances as per rules. Selected candidate will be under “**Defined contributory Pension Scheme**” as per Central Govt. rules *mutatis-mutandis* applicable in ICAR from time to time. v) Original certificates and mark sheet should not be submitted along with the application but should be brought when called for **Written Test**, Typing Test and Interview. Attested copies of certificates regarding age, educational qualifications, experience and caste should, however, be submitted along with the application. vi) One recent passport size photograph should invariably be enclosed with application. vii) The candidates will have to appear for Written Test, Typing Test at a place and date(s) to be notified when called for the same and also before

a selection committee at a place and date(s) to be notified when called for interview. viii) No TA will be paid to the candidates called for interview. However, unemployed SC/ST candidates will be paid ordinary bus fare / II Class Railway fare as per the existing rules of GOI/ICAR subject to submission of original Rail/Bus tickets alongwith TA claim. ix) Applications received after closing date and incomplete form will not be considered. x) Candidates applying for the post will have to submit application form and prescribed fee and have to superscribe the envelope “**Application for the post of Lower Division Clerk**” addressed to Director, National Research Centre on Pomegranate (ICAR), NH-9, Solapur-Pune Highway, Kegaon, Solapur – 413 255 (MS). xi) Application fee for Rs. 50/- in the form of I.P.O. drawn in f/o “Director, NRCP” payable at Solapur OR **Demand Draft** in favour of “**ICAR UNIT; NRC on Pomegranate**” payable at SOLAPUR” (SC/ST/Women candidates are exempted) should also accompany the application. xii) Candidates serving in the Central/State Govt. / Undertaking autonomous bodies etc. should apply through proper channel; and xiii) Canvassing in any form will be treated as disqualification.

The last date for receipt of applications is on or before thirty (30) days from the date of this publication in Employment News, New Delhi.

**DIRECTOR
NRCP, SOLAPUR**

(To be sent neatly typed)

Advertisement No., Name of the post for which applied, Name in full (Block letters), Father’s/Husband’s Name, Full Address: Address for correspondence (with pin code), Permanent Address (with PIN code), Nationality, Marital Status (Single or Married), Whether belongs to SC/ST/OBC/Ex-Servicemen/Physically Handicapped, (attested copies of such certificates from the competent Authority should be enclosed with the application), Date of Birth (in Christian Era as recorded in Matriculation/School leaving certificate), Age as on closing date of receipt of application (Yrs., Months, Days), Educational/Technical Qualifications in details with attested copies of relevant certificates and Mark sheets, Experience, if any with details, any other relevant information, Registration No. with the Date of Registration and Name of Employment Exchange, if registered with Employment Exchange, Postal Order No., Date and value, list of documents attached. Paste attested passport size photograph in the application form with declaration as follows:

“I hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in case any of the particulars furnished by me are found to be false or incorrect at any stage, my application/candidature is liable to be summarily rejected and if already appointed, my services are liable to be terminated. I shall be bound by the decision of the Director, NRCP, Solapur.”

Place:

Date:

Signature of the candidate

PROFORMA FOR APPLICATION

APPLICATION FOR THE POST OF _____ at NRCP, Solapur.

Recent photograph of the Candidate

1.	Name in full (Block letters)	
2.	Nationality	
3.	Date of birth/ age (as on closing date for receipt of application)	
4.	Whether married/ unmarried	
5.	Address in block letters for correspondence with pin code	
	Mobile/Telephone No.	
	E-mail ID:	
6.	Whether applicant belongs to ST/ SC/ OBC community? If so, specify clearly.	
7.	Employment Exchange registration No. and place.	

8. Educational qualifications (including technical) (beginning with matriculation or equivalent)

Examination passed	University/ Board	Year of passing	Grade/ Division and % of aggregate marks	Subjects taken

9. Experience (including training/ apprenticeship)

Name of the employer (Indicate Pvt./ Govt./ Autonomous body)	Designation	Pay scale/ salary	Period of Service		Reason of leaving
			From	To	

10.	Any other information may wish to add	
11.	IPO/Demand Draft No. and date	

12. I hereby declare that:

i)	I am related to any employee of NRC on Pomegranate, Solapur or ICAR	Yes / No
ii)	If 'YES', name of the person(s), address and describe the nature of his/her relationship	Name:
		Relationship:

13. Declaration

I hereby declare that the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand and agree that in case any of the particulars furnished by me are found to be false or incorrect at any stage, my application/candidature is liable to be summarily rejected and if already appointed, my services are liable to be terminated. I shall be bound by the decision of the Director, NRCP, Solapur.

Date:

(Signature of the Candidate)

Place:

Certificate from the Employer

Candidate(s) already employed should get the following endorsement duly signed by his/her present employer:

1. The entries relating to the details of service mentioned by Sh./Ms. _____ are correct.

2. There are no circumstances rendering him/her unsuitable for appointment to the post applied for.

Signature _____

Designation _____

Deptt./Office _____

Place:

Date:

SCHEME OF EXAMINATION FOR LOWER DIVISION CLERKS

PART-1

SCHEME OF EXAMINATION: The examination will consist of a written examination and Typing Test for the post of Lower Division Clerks.

(A) SCHEME OF THE WRITTEN EXAMINATION AND SYLLABUS

Part	Subject	Maximum Question	Maximum Marks	Total Duration/Timing for General candidates	Total Duration/Timing for Visually Handicapped candidates
I	General Intelligence	50	50	2 Hours 10.00 A.M. to 12.00 Noon	2 Hours 20 mins 10.00 A.M. to 12.20 P.M.
II	English Language (Basic Knowledge)	50	50		
III	Aptitude (Basic Arithmetic Skill)	50	50		
IV	General Awareness	50	50		

NOTE-I: The paper will consist of Objective Type-Multiple Choice questions only. The questions will be set both in English & Hindi.

NOTE-II: There will be negative marking of 0.25 marks for each wrong answer. Candidates are, therefore, advised to keep this in mind while answering the questions.

SYLLABUS

General Intelligence: It would include questions of both verbal and non-verbal type. The test will include questions on analogies, similarities and differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discriminating observation, relationship concepts, verbal and figure classification, arithmetical number series, non-verbal series etc. The test will also include questions designed to test the candidates' abilities to deal with abstract ideas and symbols and their relationship, arithmetical computation and other analytical functions.

English Language: In addition to the testing of candidates' understanding of the English Language, its vocabulary, grammar, sentence structure, synonyms, antonyms and its correct usage, etc. his/her writing ability would also be tested.

Numerical Aptitude: This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentage. Ratio and Proportion, Averages,

Interest, Profit and Loss, Discount, use of Tables and Graphs, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

General Awareness: Questions will be designed to test the ability of the candidate's general awareness of the environment around him and its application to society. Questions will also be designed to test knowledge of current events and of such matters of everyday observation and experience in their scientific aspects as may be expected of an educated person. The test will also include questions relating to India and its neighbouring countries especially pertaining to Sports, History, Culture, Geography, Economic scene, General Polity including Indian Constitution, and Scientific Research etc. These questions will be such that they do not require a special study of any discipline.

NOTE: For VH candidates of 40% and above visual disability and opting for SCRIBE there will be no component of Maps/Graphs/Diagrams/Statistical Data in the General Intelligence and Reasoning/General Awareness Paper.

(B) Skill test for LDCs: (Skill test will be taken on Computer)

Typing test will be of qualifying in nature.

English typing @35 w.p.m. (Time allowed 10 minutes) (30 minutes for VH candidates)

Hindi typing @30 w.p.m. (Time allowed 10 minutes) (30 minutes for VH candidates)

(35 w.p.m. and 30 w.p.m. corresponds to 10500 key depressions Per Hours/9000 Key Depressions Per Hour on an average of 5 key depressions for each word)

(Typing test will be conducted later for those candidates who qualify in the Written Examination. Such Typing Test will be conducted only in English or Hindi and candidates while applying for the examination will have to indicate his/her choice/option for Skill test Medium separately in the Application Form.)