BAIF DEVELOPMENT RESEARCH FOUNDATION REQUIRES

Personnel under the Scheme of Krishi Vigyan Kendra At. Chasvad, Dist. Bharuch
A project funded by Indian Council of Agriculture Research (ICAR), New Delhi

1) **Senior Scientist-cum-Head: 1 Post (Salary commensurate with 7th CPC PB-4, Rs.37400 - 67000, GP-9000)**

   Minimum Essential Qualification:
   Doctoral degree in Agricultural Sciences including relevant basic science with 8 years' experience in the relevant subject as Scientist/ Lecturer/ Extension specialist or in an equivalent position in the pay band-3 of Rs.15600-39100 with Grade Pay of Rs.5400/ Rs.6000/ Rs.7000/ Rs.8000 having made contribution to research/teaching/extension education as evidenced by published work/innovations and impact.
   Desirable
   Specialization in implementing extension education programmes.

2) **Subject Matter Specialist (Home Science): 1 Post (Salary commensurate with 7th CPC PB-3, Rs.15600 - 39100, GP-5400)**
   Minimum Essential Qualification:
   Master's Degree in Home Science or equivalent qualification from a recognized university.
   Desirable:
   3 years working experience in the relevant subject

3) **Subject Matter Specialist (Plant Protection): 1 Post (Salary commensurate with 7th CPC PB-3, Rs.15600 - 39100, GP-5400)**
   Minimum Essential Qualification:
   Master's Degree in Agricultural Sciences with specialization in Entomology or Plant Pathology or equivalent qualification from recognized university.
   Desirable:
   3 years working experience in the relevant subject

4) **Programme Assistant (Computer): 1 Post (Salary commensurate with 7th CPC PB-2, Rs.9300 - 34800, GP-4200)**
   Essential Qualification:
   Bachelor's Degree in Computer Science or equivalent qualification from a recognized university.
   Desirable:
   3 years working experience in the relevant subject

5) **Stenographer: 1 Post (Salary commensurate with 7th CPC PB-1, Rs.5200 - 20200, GP-2400)**
   Essential Qualification:
   1) Education- 12th Class Pass or equivalent from a recognized Board or University.
   2) Professional Efficiency:
      The candidates will be given one dictation test in English or in Hindi at 80 w.p.m. for 10 minutes. The candidate who opts to take the test in English will be required to transcribe the matter in 50 minutes on computer and the candidates who opt to take the test in Hindi will be required to transcribe the matter in 65 minutes on computer.

6) **Driver: 1 Post (Salary commensurate with 7th CPC PB-1, Rs.5200 - 20200, GP-2000)**
   Essential Qualification:
   I. Matriculation pass qualification from a recognized board.
   II. Possession of a valid and appropriate driving licence from prescribed Government Authority (the candidate will have to pass the practical skill test to be taken by an appropriate committee of Institute/Hq)

   Desirable:
   I. One year trade certificate in the relevant field from ITI or
   II. Experience of driving in a recognised institution or
   III. Experience of motor mechanic work

General Instructions:

1. The last date for receipt of application will be 30 days from the date of publication of advertisement in Employment News. If the last date happens to be a Sunday or any closed holiday, the next working day will be considered as a crucial date. The crucial date for determining the age limit shall be the closing date for receiving applications from candidates.
2. Maximum Age Limit for the Post of Sr. Scientist & Head: Should not exceed 47 years as on closing date of application.
3. Maximum Age limit for the Post of Subject Matter Specialist: Should not exceed 35 years as on closing date of application.
4. Maximum Age limit for the Post of Programme Assistant: Should not exceed 30 years as on closing date of application.
5. Maximum Age limit for the Post of Stenographer: Should not exceed 27 years as on closing date of application.
6. Maximum Age limit for the Post of Driver: Should not exceed 30 years as on closing date of application.
7. Age relaxation to SC/ST/OBC and PwD Candidates as per Government of India rules.
8. Duly Signed application in the prescribed format along with self-attested copy of certificates including proof for date of birth & self-attested photo affixed in the application should be addressed to "**BAIF DEVELOPMENT RESEARCH FOUNDATION", 3rd Floor, Indra Complex, Manjalpur, Vadodara - 390004 (Gujarat)** by post only. The envelope should be superscribed as "Application for the post of ----------".
9. If the candidate applies for more than one post, separate applications are required.
10. KVK, its management will not be responsible for any postal delay.
11. Only Screened candidate will be called for interview. No TA/DA will be provided to attend the interview.
12. Employed applicants should send the application through their employer with 'No Objection Certificate' in Original.
13. Incomplete application(s) in any form & the application(s) received after due date will not be considered.
14. The candidates himself / herself should confirm his / her eligibility for the post applied for, before submission of application. No correspondence, whatsoever, in this regard shall be made / entertained.
15. The posts and salary provisioned are for staff to be positioned at KVK, Chaswad, Dist. Bharuch. **BAIF DEVELOPMENT RESEARCH FOUNDATION** reserves the right to make changes in posts and salary provisioned on transfer of staff to any other location. **BAIF DEVELOPMENT RESEARCH FOUNDATION** also reserves the right to fill the post/s or cancel the advertisement.
16. A DD from a Nationalized Bank towards an amount of Rs. 500/- as processing fee needs to be drawn in favour of **BAIF DEVELOPMENT RESEARCH FOUNDATION** payable at Vadodara and attached with the application form. SC/ST and women candidates are exempt from paying the processing fee.
17. Incomplete applications, applications without supporting documents viz., proof for date of birth, proof for claiming age relaxation, certificates & marksheets for all educational criteria along with essential qualifications, Degree certificate/PDC for SMS Post /or DD and applications received after due date will be summarily rejected without any notice and no correspondence in this regard will be entertained.

Note: **Selected candidates must abide by all the rules and regulations of BAIF DEVELOPMENT RESEARCH FOUNDATION.**

The First Party (ICAR) shall not be liable, in any case, to bear any expenditure on pension, pension contribution, leave salary contribution, provident fund, gratuity or any other retirement benefits incurred or committed by the Host Organization in respect of the employees of the KVKs.

Application Form

Self-attested Latest passport size photograph

To,
The Joint Regional Director,
BAIF Development Research Foundation,
3rd Floor, Indra Complex, Near Amarjyot Society
Manjalpur, Vadodara 390004

Subject: Application for the post of ……

Reference: Newspaper / Employment News / Social Media / Website

1. Full name (In block letters)

_____

(First name) (Middle name) (Surname)

2. Address for correspondence

……

……..

……..

3. Telephone Number:

4. Email ID -

5. Mobile No. -

6. Date of birth:

Day		Month		Year			

7. Age as on closing date:

Year		Month		Days	

8. Gender : Male/ Female / Transgender _____

9. Category: General/SC/ST/OBC/PwD _____

10. Educational qualifications:

(Details with attested copies of mark sheet and certificates of all the qualifications as required)

Sr. No.	Name of the Examination	University/Board/ Institute	Subjects/ discipline	Class/ CGPA/ Grade/ %	Year of Passing	Subject of Specialization
1						
2						
3						
4						
5						

11. Experience including present post

Name of office/ Division	Post held	Pay scale	Working experience				Duties performed in brief	Please state whether in Service	Reason for leaving the post
			From	To	Total Y	Total M			

Y = Year M = Month

12. Publication details

Sr. No.	Titles of publications	Journal/Media	Date/ Volume
	Research Paper National / International I) …….. II) ……. III) ……..		
	Abstracts I) …….. II) ……. III) ……..		

	Popular Articles I) …….. II) ……. III) ……..		
	Books/Folders/ Leaflets etc. I) …….. II) ……. III) ……..		
	Radio talks I) …….. II) ……. III) ……..		
	T V Talks I) …….. II) ……. III) ……..		

13. Achievements/ Awards/ Contributions:

I. ……..

II. ……..

III. ……..

14. Extracurricular activities:

I. ……..

II. ……..

III. ……..

15. Participation in International / National - Conference /Seminar / Workshop / Training

I. ……..

II. ……..

III. ……..

16. Digital outreach through social media

I. ……..

II. ……..

III. ……..

17. Any Other

I. ……..

II. ……..

III. ……..

18. Payment Details

D.D. No. _____

Bank _____

Date _____

Rs. 500/- (Rupees five hundred only) (non-refundable) in favor of **BAIF Development Research Foundation, Vadodara** towards payment of processing fee is enclosed herewith. (*The processing fee for SC/ST and women candidates is exempted.*)

I hereby declare that, all the particulars furnished in this application are true and correct. I clearly understand that any false, misleading and incorrect statement or information contained here will render me liable to appropriate action as may be decided by the **BAIF Development Research Foundation, Vadodara**.

Date :

Place :

19. List of Enclosures:

1.

2.

3.

4.

5.

Signature of applicant ----------

(Name of Applicant) ----------

APPLICATION FOR THE POST OF ……

To,
The Joint Regional Director,
BAIF Development Research Foundation,
3rd Floor, Indra Complex, Near Amarjyot Society
Manjalpur, Vadodara 390004

From -