N. Brajendra Singh

GOVERNMENT OF INDIA
MINISTRY OF AGRICULTURE
DEPARTMENT OF AGRICULTURAL RESEARCH AND EDUCATION
CENTRAL AGRICULTURAL UNIVERSITY
IMPHAL : MANIPUR

O·R·D·I·N·A·N·C·E

Imphal, 22nd March, 1995

No. 2 of 1995.

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No. VC/CAU/14(ESTABLISH)/94 : Whereas the sanction of the Central Agricultural University Scheme under the VIIIth Five-Year Plan, as communicated by the Joint Secretary, Department of Agricultural Research and Education and Secretary, Indian Council of Agricultural Research, vide letter number 1(2) 92-Plan(Part-III), dated the 13th October, 1993, provides for the establihment of the Central Agricultural University with headquaters at Imphal and seven constituent College spread over six states-College of Agriculture (Manipur), College of Veterinary Sciences(Mizoram), College of Horticulture and Forestry (Arunachal Pradesh), College of Fisheries (Tripura), College of Agricultural Engineering and Post-Harvest Technology (Sikkim), College of Home Science and College of Post-Graduate Studies (Meghalaya).

Whereas the aforesaid sanction also provides for creation and the filling up of both academic and non-academic/supporting staff as provided therein to run the university and its constituent colleges with the necessary modification(s), if any, considered necessary by the Central Agricultural University.

And whereas th Government of India in the Department of Agricultural Research and Education/Indian Council of Agricultural Research has approved to make an Ordinance regarding the appoint-ments and emoluments of employees other than those for whom

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provision has been made in the Statutes of the Central Agricultural University, Imphal vide letter No.42-1/94-Edn.IV,dated 14th March 1995.

Now, therefore, in exercise of the powers conferred by Sub-section (2) read with clause (j) of Sub-section (1) of Section 27 of the Central Agricultural University Act, 1992 (No. 40 of 1992) and with previous approval of the Central Government, as aforesaid,I,the Vice-Chancellor of the Central Agricultural University,Imphal, do hereby make this first Ordinance and notify that the various non-teaching positions of the University as contained in Appendix-I shall carry the pay scales and be filled up following the guidelines contained in Appendix-II of this ordinance and the procedures as laid down hereunder.

1. The different sanctioned non-teaching position of the University with the scale of pay shall be one as contained in Appendix-I of this Drdinance. The Vice-Chancellor,however,shall have the authority to transfer one or more position(s) with or without the person occupying the said position(s),from one unit/ constituent college to another in the interest of the University work.

2. The different non-teaching position of the University shall stand grouped and categorised as follows :

Sl.No.	Group	Category	Pay Scale
1.	Group 'A'	AA Post(s) in the pay scale	Rs. 4500-7300/-
		AB -do-	Rs. 4500-5700/-
		AC -do-	Rs. 3700-5700/-
		AD -do-	Rs. 3000-4500/-
		AE -do-	Rs. 2200-4000/-
2.	Group 'B'	BA Post(s) in the pay scale	Rs. 2000-3500/-
		BB -do-	Rs. 1640-2900/-
3.	Group 'C'	CA Posts(s) in the pay scale	Rs. 1400-2300/-
		CB -do-	Rs. 1200-2040/-
		CC -do-	Rs. 950-1400/-
4.	Group 'D'	DA Post(s) in the pay scale	Rs. 750-950/-

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3. All posts carrying same designation(s) in all Offices and Colleges under the University shall be in one cadre and personnel appointed on a position in a particular cadre could be transfarred from one unit/campus to another by the University authority.

4. All posts carrying pay scale of Rs.2200-4000/- and above, the appointing authority shall be the Vice-Chancellor with the approval of the Board of Management of the University and for post carrying grade lower than Rs.2200-4000/- the Vice-Chancellor shall be the approving and the appointing authority.

5. All posts in the Central Agricultural University shall be filled by direct recruitment through open advertisement, except when there is a privision for filling them by promotion from amongst the employees working in the Central Agricultural University on an immediately lower position as mentioned in the recruitment guidelines as contained in Appendeex-II and there shall be a Selection Committee consisting of the members, as stated immediately here under, for making recommendation to the respective authority for appointment to the post(s) to be filed up..

Sl.No.	Group of posts	Selection Committee	
1.	Group 'A'	1) Vice-Chancellor	- Chairman
		2) One Director and one Dean (to be noninated by V.C.)	- Member
		3) Two experts not in the service of the Central Agricultural University from the panel of four names approved by the Board of Management. At least one of them must be present	- Member
		4) Registrar	- Member Secretary

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2.	Group 'B' and 'C'	1) One Director (to be nominated by the Vice-Chancellor)	- Chairman
		2) One Dean to be nominated by the Vice-Chancellor	- Member
		3) Registrar	- Member Secretary
		4) One expert depending upon the nature of the posts to be nominated by the Vice-Chancellor	- Member
3.	Group 'D'	1) Director/Dean to be nominated by Vice-Chancellor	- Chairman
		2) Registrar or his nominee	- Member
		3) One Officer from outside University to be nominated by the Vice-Chancellor.	- Member

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Notwithstanding anything contained in the provisions made above, the Vice-Chancellor may nominate an officer of the University to preside over the meetings of the Selection Comittee in respect of Group 'A' posts. Also if the posts of Directors are vacant or for some reason he is not in a position to preside over the meetings of the Selection Committee in respect of Group 'B' positions the Vice-Chancellor shall normally preside over the meetings(s). For similar reason the meetings of the Selection Committee in respect of the Group 'C' positions shall be presided by one of the Deans to nominated by the Vice-Chancellor.

6. The under-mentioned procedures shall be followed by the Selection Committee(s) while evaluating the candidates called for interview and for making recommendation(s) :

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i. Each Selection Committee shall decide its own methods(s) and procedure(s) for assessment of the suitability and making recommendation of thee candidates on the basis of the quidelines,if any, issued by the University and the qualifications and other eligibility criteria as contained in Appendix-II of this Ordinance.

ii. Of the total posts to be filled by direct recruitment in a particular cadre (Post wise) in a single calender year 22.5 per cent shall be reserved for the scheduled caste and scheduled tribe candidates possessing the prescribed qualification(s) and experience and 27 per cent shall be reserved for other Backward Classess (OBCs) as per the Govt. of Indian guidlines.

iii) In case of promotion, where test or personal interview is not considered necessary, panel may be drawn up by the Selection Committee on the basis of asessement of the records of works and of conduct of the employment(s) concerned.

iv) If the service of employees working in the service of Central/ State Government of Public Sector Undertaking, statutory bodies including ICAR and agricultural universities, etc. are taken on deputation, their services shall be governed by the standard terms and conditions of deputation as applicable in the Govt. of India.

7. Procedure for Temporary Appointment :

Temporary appointment(s) and appointment(s) for a fixed period shall be made by the concerned authority in the manner prescribed below :

(a) If the temporary vacancy is for a duration longer than one year, it shall be filled on the recommended of the Selection Committee in accordance with the procedure indicated in the forgoing clauses of this Ordinance.

Provided that if the Vice-Chancellor is satisfied that in the interest of work it is necessary to fill a vacancy immediately, the

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appointment(s) may be made on adhoc basis for a period not exceeding five months in respect of Group 'C' and 'D' posts only on the recommendation of a local Selection Committee consisting of Director/Dean, Registrar or his nominee and one nominee of the Vice-Chancellor. No extension in service beyond five months shall be granted to the employee(s) appointed by this procedure.

(b) No employee appointed purely on temporary basis shall be continued in service beyond five months period unless he is recommended for appointment on the said post or any position by the appropriate Selection Comittee.

8. Emoluments of the employees and terms and conditions of service :

Employees of the Central Agricultural University will be entitled to the pay scales and other allowances prescribed by the University from time to time and they will be governed by the Service Rules of the University.

9. Age of Retirement

Every non-teaching and supporting employee of the University shall retire on the last day of the month in which he/she shall be attaining the age of 58(fifty-eight) years.

10. Probation :

All newly appointed/promoted personel initially shall be on probation for a period of two years. If the performance of any probationer is not found satisfactory the appointing authority by specific order may extend the period of probation or his/her service may be dispensed with or he/she may be reverted to his/her previous position.

11. Age limits for Direct Recruitment

The minimum age limit for appointment to any position in the University shall be 18(eighteen) years and the maximum age

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limit 35(thirty five) years. The maximum age limit shall, however, be relaxable for SC/ST candidates as per the Central Government rules and for those already in Govrnment/Semi-Government/ICAR/University Service.

12. Every duly appointed regular employees of the Manipur Agricultural College, Imphal who has been in employment in the College before the date of take over.th College by the Central Agricultural University (22.11.93) and has become the employee of the University from the said date shall hold office with service protection under the University with such rights and privileges as contributary provident fund, gratuity, leave, medical benefits etc. as admissible to him/her immediately before the take over of the said college by the Central Agricultural University. The employee shall also continue to be in the service of the Centrai Agricultural University with their old designations with grades/pay scales enjoyed by them immediately before the take over of the college. If their grades of pay immediately before the take over of thee college are different from the one (s) provided under this Ordinance, they shall continue to work in their respective grades as "Personel Grades" till they, on the basis of direct recruitment/promotion, happen to occupy a different position. In the latter case, the designation privileges and termms and conditions of service shall be same as prescribed for the employees of the Central Agricultural University.

13 In all matters, not provided in the ordinane, till the farming of the detailed service conditioins for the employee of the Central Agricultural University, the conditions of the service of the employees of the University shall temporarilly be governed by the rules applicable to the employees of the ICAR working in the North-Eastern Region. After enforcement of the new service rules of the Central Agricultural University, the service conditions of the employees of the Central Agricultural University shall be governed by the new rules automatically.

14. The privision(s) of this Ordinance shall come into effect from the date of its publication in the official Gazette.

(M.P. Singh)
Vice-Chancellor,
Central Agricultural University,
Imphal.

Copy for information and necessary action to :-

1. The Jt. Secretary(DARE), Govt. of India and Secretary ICAR, Krishi Bhavan, New Delhi - 1.
2. The Dy. Director General(Edn.), ICAR, Krishi Anusandhan Bhavan, Pusa, New Delhi - 12.
3. The Secretary, North-Eastern Council, Shillong (Meghalaya).
4. The Accountant General, Manipur, Imphal(Manipur).
5. The Chief Secretary to the Governments of Arunachal Pradesh, Manipur/Meghalaya/Mizoram/Sikkim/Tripura.
6. The Registrar, Central Agricultural University, Imphal, Manipur.
7. The Comptroller, Central Agricultural University, Imphal, Manipur.
8. All Director of the Central Agricultural University, Imphal (Manipur)..
9. All Deans of the Central Agricultural University, Imphal (Manipur)..

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(M.P. Singh)
Vice - Chancellor,
Central Agricultural University,
Imphal.

Statement showing Non-teaching/non -scientific posts of the Central Agricultural University, Imphal (Manipur)

Name of Posts	Scale of pay	VC's Office	Registrar	Comptroller	Director Instruction	Director Research	Director Extension	Estate Officer	College of [illegible]	College of Vety	College of Fishery	College of Hort	College of Home Science	[illegible]	[illegible]	Total	Remarks
2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
Registrar	4500-7300	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1	
Comptroller	4500-5700	-	-	1	-	-	-	-	-	-	-	-	-	-	-	1	
Estate Office	- do -	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1	
A/BDy. Registrar	3700-5700	-	2	-	-	-	-	-	-	-	-	-	-	-	-	2	
Secretary to V.C.	3000-4500	1	-	-	-	-	-	-	-	-	-	-	-	-	-	1	
Dy. Comptroller	- do -	-	-	1	-	-	-	-	-	-	-	-	-	-	-	1	
Executive Engineer	-do-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Architect	- do -	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1	
Asstt. Registrar (Acad)	2200-4000	-	2	-	-	-	-	-	2	2	2	2	2	2	2	16	
Asstt. Registrar (Estt)	- do -																
Asstt. Comtroller	- do -	-	-	2	-	-	-	-	1	1	1	1	1	1	1	9	
Asstt. Engineer/ Asstt. Estate Officer	- do -	-	-	-	-	-	-	3	1	1	1	1	1	1		10	
Editors	- do -	-	-	-	-	-	2	-	-	-	-	-	-	-	-	2	
Asstt. Architect	- do -	-	-	-	-	-	-	2	-	-	-	-	-	-	-	2	
Security Officer	- do -	-	-	-	-	-	-	-	1	1	1	1	1	1	1	2	
Students Welfare Officer	- do -	-	-	-	-	-	-	-	1	1	1	1	1	1	1	7	
Medical Officer	- do -	-	-	-	-	-	-	-	1	1	1	1	1	1	1	7	
Librarian	- do -	-	-	-	-	-	-	-	1	1	1	1	1	1	1	7	
Sr. Computer Operator Programmer	- do -	-	-	1	-	-	-	-	-	-	-	-	-	-	-	-	
		4	5	5	-	-	2	8	8	8	8	8	8	8	5	77	

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Group 'B'

2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
AAA	Information Publicity Officer	2000-3500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
BBA	Jr. Engineer (Civil Elect.	1640-2900	-	-	-	-	-	-	-	-	-	-	-	-	-	1	
BBB	Sr. Stenographer	-do-	1	1	1	1	1	1	10	1	1	1	1	1	1	17	
BBC	Head. Asstt. Accountant	-do-	-	2	1	1	1	1	1	1	1	1	1	1	1	14	
BBF	Sr. Libray Asstt.	-do-	-	-	-	1	-	-	1	3	3	3	3	3	3	28	
BBF	Horticultural Asstt.	-do-	-	-	-	-	-	-	-	1	1	1	1	1	1	8	
BBG	Computer Operator	-do-	1	1	-	1	1	1	-	1	1	1	1	1	1	7	
BBH	Video-Photographer	-do-	-	-	-	-	-	1	-	1	1	1	1	1	1	12	
																1	
			2	4	2	4	3	5	2	7	7	7	7	7	7	71	

Group - 'C'

2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
AA	Assistant	1400-2300	1	2	2	1	1	1	1	1	1	1	1	1	1	1	16
AB	Secrt. Asstt/Cashier	-do-	1	2	3	-	2	2	2	3	3	3	3	3	3	3	33
AC	Electrician	-do-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	7
AD	Compunder Dresser	-do-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	7
AE	Library Asstt.	-do-	-	-	-	-	-	-	-	3	3	3	3	3	3	3	21
BA	Jr. Stenographer	1200-2040	1	2	2	2	2	-	-	-	-	-	-	-	-	-	11
BB	Livestock Farm Asstt.	-do-	-	-	-	-	-	-	-	5	5	5	5	5	5	5	35
BC	Tacer Draughtman	-do-	-	-	-	-	-	-	1	-	-	-	-	-	-	-	1
BD	Artist	-do-	-	-	-	-	-	2	-	-	-	-	-	-	-	-	2
CA	Clerk-cum-typist	950-1400	2	6	6	3	3	4	4	19	23	(14)	22	12	14	13	145
CB	Field-cum-Lab Assistant	-do-	-	-	-	-	-	-	-	23	34	(16)	28	11	18	17	147
	Drivers (including tractor driver)	-do-	1	1	1	-	-	-	1	5	5	5	5	5	5	5	39
	Machine Operator Machineman	-do-	-	1	1	-	-	-	-	-	-	-	-	-	-	-	2
	Plumber	-do-	-	-	-	-	-	-	-	1	1	1	1	1	1	1	7
	Carpenter	-do-	-	-	-	-	-	-	-	-	1	1	1	1	1	1	7
			6	14	15	6	8	11		68	83	80	76	49	58	56	515

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GROUP - 'D'

1	2	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
AA	Handyman-cum-cleaner		750-940	-	-	-	-	-	-	-	3	3	3	3	3	3	3	21	
AB	Field-cum- Lab. / Attendent/Lib. Attendent/Messenger/ orderly/Peon/ Helper/Cook.		-do-	4	2	2	2	1	2	4	32	39	21	32	17	15	27	220	
	Sweeper/Mali/ Animal or Farm Attendent/ Attendent/ Attendent/Chowkidar		-do-	4	2	2	2	2	2	15	12	12	12	12	12	12	12	220	
				8	4	4	4	3	4	19	47	54	36	47	32	30	42	354	

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APPENDIX - II

Guide for recruitement to the various Non-teaching positions of the Central Agricultural University, Imphal, Manipur.

Group	Category	Cadre/ post code	Designation of the post	Pay-scale	Qualification for direct recruitment	Method of recruitment
2	3		4	5	6	7
	AA	AAA	Registrar	4500-7300		
	AB	ABA	Comptroller	4500-5700		
	AB	ABB	Estate Officer	4500-5700	Essential : (i) Bachelor's degree in Civil Engineering (ii) 10 yrs. experience in the rank of Executive Engineer or equivalent in concerned organisation of repute Desirable : Master's degree in Civil Engineering	(a) 100% by promotion from amongst Executive Engineering who have got the prescribed educational qualification and also have rendered at least 15 yrs. regular satisfactory service as Executive Engineer IN CAU (b) Failing (a) above by deputation/ transfer from Central/State Govt./ Universities/Semi-Govt. undertakings (c) Failing (a) & (b) above by direct recruitment
	AC	ACA	Deputy Registrar (Academic)	3700-5700	Essential : (i) A Doctorate degree in any Branch of Agricultural Sciences (ii) Minimum 5 yrs. experience of working as Asstt. Registrar (Academic)/ Asstt. Prof. or equivalent academic position (iii) Desirable : (i) Experience of working in an Agricultural University.	By transfer of an Assoc. Prof. working in CAU or By direct recruitment/Deputation from ICAR/Agricultural Universities

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1	2	3	4		6	7
A	AC	ACB	Deputy Registrar (Establishment)	3700-5700	Enssential : (i) A post-graduate degree with at least 55% marks of its equivalent from a recognised university (ii) 7 yrs. experience as Dy.. Comptroller or 10 yrs.experience as Asstt. Registrar(Estbd) or equivalent in an Agril. University/ICAR.	(a) 100% by promotion from amongst Asstt. Registrars with minimum 16 yrs. of satisfactory service in CAU on that position (b) Failing (a) above by Deputation/ transfer from Central/State Govts/ ICAR/Agril. Universities/Govt. undertakings. (c) Failing (a)&(b) above by direct recruitment.
A	AD	ADA	Secretary to Vice-Chancellor	3000-4500		To be filled on tenural basis only for 3 years renewable by another term on the discretion of the Vice-Chancellor (a) By deputation from Central State Govts/ICAR/Agril.Universities/ Govt.undertakings. The concerned officer should have put in a minimum 5 yrs.service in the grade of 2200-4000/2000-3500 on an equivalent administrative position (b) By temporary transfer/from within the university.

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1	2	3	4	5	6	7
A	A2	ADB	Dy.Comptroller	3000-4500	Essential: (i) Graduate in Commerce/ Economics (ii) 8 yrs. experience of working in Central/State Govt./Semi-Govt. Org./ICAR/Agril. Universities in grade 2200-4000 or equivalent (iii) Passed subordinate Accounts service exam. conducted by State/Central Govt/ Accountant General or equivalent	(a) 100% by promotion from amongst Asstt. Comptroller who possess the requisite educational qualification and have additionally rendered a minimum 10 yrs. satifactory service as Asstt. Comproller in CAU. (b) Failing (a) above by direct recruitment/deputation
A	A2	ADC	Executive Engineer (Civil & Electrical)	3000-4500	Essential : (i) First Class Bachelor's degree in Civil/Electrical Engineering (ii) 5 yrs. experience of working as Asstt. Engineer (2200-4000) in Central/State Govt/ Govt. undertakings/Universities	(a) By promotion from amongst the Asstt. Engineers/Asstt. Estate Officers who have got a Bachelor's degree in Civil/Electrical Engineering and have also rendered at least 10 yrs. regular satisfactory service in CAU (b) Failing (a) above by deputation from Central/State Govt/ICAR/ Agril. Universities/Govt. undertakings. (c) Failing (a) & (b) above direct recruitment.

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1	2	3	4	5	6	7
A	AD	ADD	Architect	3000-4500	Essential : (i) B.Arch. degree from a recognised institution/university (ii) 5 yrs. experience of working as Asstt. Architect in the grade of 2200-4000 Desirable : Experience of designing university/scientific lab. building of repute	(a) By promotion of Asstt. Architect who has put in at least 10 yrs. regular satisfactory service in CAU (b) Failing (a) above by deputation from Central/State Govt/ICAR/Agril. Universities/Govt. undertakings (c) Failing (a) & (b) above by direct recruitment
A	AE	AEA	Assistant Registrar (Academic)	2200-4000	Essential : (i) A post-graduate degree with at least 55% marks of its equivalent from a recognised university (ii) 8 yrs. expericne of service in Academic/administration in an university in the grade of 1640-2900 or equivalent	(a) 100% by prommotion from amongst Heas Asstt. or equivalent possessing requisite educational qualification and have also rendered a minimum 10 years. Satisfactory service in CAU. as Head Assistant/Computer operator. (b) Failing (a) above by direct recurit-ment (c) Failing (a) & (b) above by transfer of an Asstt. Professor already in service in the CAU.

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1	2	3	4	5	6	7
A	AE	AEB	Asstt. Registrar (Estbd)	2200-4000	Essential : (i) A post-graduatee degree with 6 yrs. experience of service under Govt/Semi-Govt. organisation/Agril. University in the grade not below Rs.1640-2900	(a) 100% by promotion from amongst the Head Asstt. or equivalent and/or persons holding higher grade & performing duties of administrative /Estt. and have rendered 10 yrs. satisfactory service in CAU in Rs.1640-2900 (b) Failing (a) above by direct recruitment (c) Failing (a) & (b) above by transfer of an Asstt. Professor already in service in the CAU
A	AE	AEC	Asstt. Comptroller	2200-4000	Essential : (i) Graduate in Commerce/Economics (ii) 8 yrs. experience of working under Govt/Semi-Govt. Organisation/ Agril. University in relevant area in the grade of 1640-2900/- (iii) Passed subordinate Accounts service Exam. conducted by Central/State Govt/A.G. or Passed Chartered Accountancy Examination.	100% by promotion from amongst Head Assistance (Accounts) Accountant/ Computer operator or equivalent in account section who have the requisite educational qualification and have also rendered 13 yrs. of satisfactory service in the CAU on the aforesaid position

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1	2	3	4	5	6	7
A	AE	AED	Asstt. Estate Officer/ Asstt. Engineer	2200-4000	Essential : (i) First Class Bachelor's degree in Civil/Electrical Engineering Desirable : 2 yrs. experience of working in the related area in an organisation of repute	(a) 50% by promotion from Junior Engineers who have got the requisite requisite educational qualification and also rendered a minimum 10 yrs. satisfactory service in the grade 1640-2900 in CAU (b) 50% by direct recruitment (c) Failing (a) and/or (b) above by deputation (d) Failing (a) & (c) remaining 50% also to be filled by direct recruitment
A	AE	AEE	Editor	2200-4000	Essential : (i) Master degree in English/ Agriculture with at least 55% marks (ii) 2 yrs. exprience of editing/ publication of research/Farm Journal in English/Hindi Desirable : Diploma in Journalism and information Science from a recognised institution of repute.	100% by direct recruitment

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2	3	4	5	6	7
AE	AEF	Assistant Architect	2200-4000	Essential : (i) B. Arch. degree in high second class from a recognised institution Desirable : 2 yr. experience of working in the related area in anoorganisation of repute	(a) 100% by deputation from Central/ State-Govt. Services Failing (a) above by direct recruitment
AD	AEG	Seccurity Officer	2200-4000	-	(a) By deputation of Police/Para Military /Army personnel working at least in the rank of Inspector or equivalent (b) Failing (a) above by direct recruitment from amongst Army/Central Para-Military personnel working as J.C.O. or in equivalent rank
AD	AEH	Students' Welfare Officer	2200-4000	-	By transfer of Asstt. Prof. for a period not exceeding 3 yrs. The concerned Dean shall submit a panel of 3 names through Director of Instruction to the Vice-Chancellor who shall approve the one.

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1	2	3	4	5	6	7
A	AE	AEI	Medical Officer	2200-4000 NPA as per Central Govt. Rule	Essential : An MBBS degree from an Institution recognised by Medical Council of India	(a) By deputation from Central/ State Govt./Semi-Govt. Organisation services (b) Failing (a) above by direct recruitment (c) Failing (a) & (b) above by appointing part time Govt/Private Doctor posted/ practising in the area on the basis of a monthly honorarium
A	AE	AEJ	Librarian	2200-4000	Essential : (i) Master degree in Library Science/ Documentation or an equivalent professional degree from a recognised institution with minimum 55% marks (ii) 2 yrs. experience of working in as well established Library of a Scientific institution, preferably an agricultural institution/ college.	(a) 100% by promotion from amongst the Senior Library Assistants who have the requisite educational qualification and also rendered a minimum 5 yrs. satisfactory service in CAU as SLA (1640-2900) (b) Failing (a) above by direct recruitment

N. Raghuvira Singh

2	3	4	5	6	7
AE	AEK	Senior Computer Operator/ Programmer	2200-4000	Essential : (i) A 2 yrs. P.G. Degree/diploma in System Management/Information Science from a nationally recognised in Science/ Economics or Master in Computer Application from IARI, New Delhi. (ii) 2 yrs. experience of working in any Government/Semi-Govt. organisation in the relevant area or (iii) Bachelor's degree in Science/ Commerce/Economics followed by a one-year P.G. diploma in system Management/Information Science from a nationally recognised institution (iv) 5 yrs. experience of working in the relevant area in Govt/ Semi-Govt/other recognised institute or repute in the grade of 1640-2900 or above	(a) 100% by promotion from amongst Computer Operators having rendered a minimum 5 yrs. satisfactory service in the CAU (b) Failing (a) above by direct recruitment

Parvinder Singh
N. Bhardwaj

1	2	3	4	5	6	7
A	BA	BAA	Information Publicity Officer	2000-3500	Essential : (i) Master degree in Agril. Extension/ Journalism/Mass Communication or Bachelor degree followed by P.G. Diplom in Journalism/Mass Communication (ii) Good knowledge of both English & Hindi Desirable : (i) Experience of organising exhibition/Fairs/ maintaining information Halls and feature writing in English and Hindi	By direct recruitment
B	BB	BBA	Junior Engineer	1640-2900	Essential : (i) A high second-class graduate degree in Civil/Electrical Engineering from a recognised institution Desirable : Experience of working in construction supervision work in an organisation of repute	100% by direct recruitment
B	BB	BBB	Senior Stenographer	1640-2900	Essential : (i) Bachelor's degree from a recognised university or 2 yrs. diploma in Secretarial Practices from a Govt. recognised institution following 10+2 schooling (ii) Speed of Shorthand 100 w.p.m. in English (iii) Typing speed 40 w.p.m. in English	(a) By promotion from the Jr. Stenographer of CAU who have a minimum 10 yrs. satisfactory service as Jr. Stenographer in CAU (b) Failing (a) above by direct recruitment

2	3	4	5	6	7
85	BBC	Head Assistant	1640-2900	Essential : Good Bachelor Degree followed by a minimum 8 yrs. experience of working as Assistant in the grade of 1400-2300.	(a) By promotion from the post of Assistant (1400-2300) who have rendered at least 10 yrs. satisfactory service as Assistant (1400-2300) in CAU. (b) Failing (a) above by direct recruitment
3	85	BBD	Head Assistant (Assist./ Accountant.	Essential : (i) Good Bachelor's degree in commerce/ Economics followed by at least 5 yrs. experience of working as Account Assistant (1400-2300) or Good Bachelor's degree in Commerce/ Economics and one year P.G.Diploma in Computer system management followed by at least one year experience in Computer Operator (ii) Passed subordinate Accounts Service Exam. conducted by Central/ State Govt/A.G.	(a) 100% by promotion from the post of Accountant Assistant (1400-2300) who have also rendered at least 10 yrs. satisfactory service as Assist. Assistant (1400-2300) in CAU. (b) Failing (a) above by direct recruitment

N. Raghuvan Singh

1	2	3	4	5	6	7
A	BB	BB	Senior Library Assistant	1640-2900	Essential : (i) Master degree in Library/ Documentation Science from a recognised institution(minimum 55% marks) Desirable : Knowledge of English and Hindi	(i) 50% by direct recruitment (ii) 50% by promotion from amongst those working as Library Asstt. provided they have requisite educational qualification and have also put in a minimum 5 yrs. satisfactory service experience in CAU as Library Assistant (iii) Failing (ii) above all post by direct recruitment
B	BB	BBF	Horticultural Assistant	1640-2900	Essential : (i) Master degree in Horticulture (ii) B.Sc. (Agri) degree with specialisation in Horticulture with a minimum 5 yrs. experience in the relevant are Desirable : Knowledge of English and Hindi	100% by direct recruitment

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1	2	3	4	5	6	7
B	BB	BBG	Computer Operater	1640-2900	Essential : (i) Bachelor degree in Science/Commerce/ Economics followed by a minimum one year diploma in system Management from a nationally recognised institution. One year experience of post-degree working in any organisation of repute. Desirable : Knowledge of English and Hindi	100% by direct recruitment
B	BB	BBH	Video Photographer	1640-2900	Essential : (i) Degree/Diploma in Videography from a recognised institution (ii) Three year experience of working in the relevant area in an organisation of repute Desirable : (i) Knowledge of English and Hindi (ii) Experience of production of short video films	100% by direct recruitment

Anup Kumar Singh

1	2	3	4	5	6	7
C	CA	CAA	Assistant	1400-2300	Essential : (i) Bachelor's degree from a recognised University (ii) 5 year experience of working as Lower Division/Upper /Clerk -cum-Typist Desirable : Knowledge of English and Hindi. Knowledge of Hindi and English typing 3/40 w.p.m.	(a) 75% by promoting from Clerk-cum-Typist (950-1400) with minimum 8 yrs. satisfactory service in the CAU and having requisite education qualification (b) 25% by direct recruitment (c) Failing (a) above by direct recruitment
C	CA	CAB	Accounts Assistant/ Cashier	1400-2300	Essential : (i) Bachelor's degree in Commerce/ Economics from a recognised university (ii) 5 yrs. experience of working as lower Division/Upper Division Clerk/ Clerk-cum-typist Desirable : Knowledge of English & Hindi Knowledge of computer operator	(a) 75% by promotion from Clerk-cum-typist (950-1400) with minimum 8 years satisfactory service in the CAU and having requisite educational qualification (b) 25% by direct recruitment (c) Failing (a) above by direct recruitment
C	CA	CAC	Electrician	1400-2300	Essential : (i) Passed 10 + 2 or its equivalent examination (ii) One year certificate/diploma from a recognised institution Desirable : Knowledge of English and Hindi	100% by direct recruitment

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1	2	3	4	5	6	7
	CA	CAD	Compounder/ Dresses	1400-2300	Essential : (i) Diploma in Pharmacy/Nursing from a recognised institution Desirable : Knowledge of Hindi and local language	100% by direct recruitment
	CA	CAE	Library Assistant	1400-3200	Essential : (i) Bachelor degree in Library/Documentation Science or equivalent Desirable : Knowledge of English & Hindi	100% by direct recruitment
	CB	CBA	Junior Stenographer	1200-2040	Essential : (i) Bachelor degree from a recognised institution/university or a 2 yrs. diploma in Secretarial Practices following 10+2 schooling (ii) Shorthand speed 60 words (English) and typing speed 30 words (English) per minute (iii) Shorthand speed 40 words(Hindi) and typing 20 words (Hindi) per minute Desirable : Bilingual in both shorthand and typing	100% by direct recruitment 20% reserved for stenographers in Hindi.

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2	3	4	5	6	7
C	CB	CBB Livestock/ Farm Asstt.	1200-2040	Essential : Bachelor degree in Agriculture or a Diploma in Livestock/Veterinary Assistant from a Govt. recognised institution Desirable : Knowledge of Hindi	100% by direct recruitment
C	CB	CBC Draughtman/ Tracer	1200-2040	Essential : Diploma in the relevant field Desirable : Knowledge of English and Hindi	100% by direct recruitment
C	CB	CBD Artist	1200-2040	Essential : Matriculation with 3 yrs. Diploma in Fine Art from a recognised institution or Bachelor degree in Fine Art from a recognised institution Desirable : Experience of fine arta work as evidenced by production	100% by direct recruitment. If very good artist with outstanding production not available the selected candidate may initially be offered the grade 950-1400 and he may be later on considered for personal promotion to 1200-2040 grade on 8 yrs. satisfactory service in the CAU
C	CC	CCA Clerk-cum-typist	950-1400	Essential : Bachelor degree from a recognised university. Minimum typing speed of 30 words/minute in English or 20 words/minute in Hindi Desirable : Working knowledge of both English and Hindi.	100% by direct recruitment 20% reserved for those proficient in Hindi typing. Billinguals to be prefferred for direct recruitment

N. Bangaruraju Singh

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1	2	3	4	5	6	7
C	CC	CCB	Field-cum-Lab. Assistant	950-1400	Essential : (i) Bachelor degree in Science Desirable : Working knowledge of English and Hindi	100% by direct recruitment
C	CC	CCC	Driver	950-1400	Essential : (i) Passed Class VIII exam. from a recognised School (ii) 3 yrs. experience of driving after obtaining driving licence from a recognised authority Desirable : Knowledge of Hindi and English	100% by direct recruitment
C	CC	CCD	Machine operator / Machineman	950-1400	Essential : (i) Matriculation from a recognised Board (ii) Passed at least one-year trade Certificate exam. from a recognised institution Desirable : Working knowledge of English and Hindi	100% by direct recruitment
C	CC	CCE	Plumber	950-1400	Essential : Matriculation followed by a one year trade Certificate from a recognised institution Desirable : Working knowledge of English and Hindi	100% by direct recruitment
C	CC	CCF	Carpenter	950-1400	Essential : Matriculation followed by a one year trade Certificate from a recognised institution Desirable : Working knowledge of English and Hindi	100% by direct recruitment

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1	2	3	4	5	6	7
C	CC	CCG	Medical Attendent	950-1400	Essential : Matriculation followed by a minimum 6 month training in the relevant field Desirable : Working knowledge of English an Hindi	100% by direct recruitment
C	CC	CCH	Security Guard	950-1400	Essential : Passed class VIII exam. from a recognised school. Good physique as evidenced by medical test and completion of 15 Km race in 2 hrs. Desirable : Experience of serving in Central/State police/Para-Military or Army and/or commendable achievement in at least state leve sports activities	100% by direct recruitment Retired army/para-military personnel to be prefferred provided he has good physique
D	DA	DAA	Handyman-cum-Cleaner	750-940	Essential : (i) Passed Class VIII Exam. from a recognised school (ii) Driving Licience (iii) Working knowledge of English & Hindi	100% by direct recruitment

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1	2	3	4	5	6	7
D	DA	DAB	Field-cum-Lab. Attendant/Library Attendent/ Messenger/ Orderly/Peon/ Helper/Cook	750-940	Essential : (i) Passed Class VIIi exam. from a recognised school (ii) Profiency in the concerned trade Desirable : Working knowledge of English & Hindi	100% by direct recruitment
D	DA	DAC	Sweeper/Mali/ Animal or Farm Attendent/ Attendent/ Chowkidar	750-940	Essential : (i) Literate and good physique (ii) Proficiency in the concerned trade	100% by direct recruitment

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