



No.3-2/2013-Admn
Shastri Bhavan Annexe
COASTAL AQUACULTURE AUTHORITY
Ministry of Agriculture
Government of India
26, Haddows Road, CHENNAI – 600 006

The Coastal Aquaculture Authority (a Statutory and Regulatory Authority), Chennai invites applications, in the prescribed proforma, for filling up of one post of **Director (Group 'A', Technical)** for its secretariat at Chennai, **on deputation basis**, in the pay scale of Rs.37,400 – 67,000 + Rs.8,700 (Grade Pay) in PB – 4 (pre-revised scale Rs.14,300 – 400 – 18,300) from officers under the Central Government or State Governments or Union Territories or Agricultural Universities or Recognized Research Institutions or Councils or Semi Government or Statutory or Autonomous Organisations:-

- (i) holding analogous post on regular basis in the parent cadre or Department or
- (ii) having five years regular service in the pre-revised pay scale of Rs.12,000 - 16,500 or equivalent in the parent cadre or department;

and possessing the following educational qualifications and experience:

- (iii) Master's Degree in Aquaculture or Zoology or Fisheries or Marine Biology
- (iv) Ten years experience in Fisheries Development both Marine and Inland, out of which five years should be in Fisheries Development in the formulation and implementation of schemes or programmes of States and Centre in Fisheries Development.

Desirable:-

Experience in coastal aquaculture practices and handling of legal and legislative matters relating to fisheries and aquaculture.

The applicant should **NOT** have completed 56 years of age on the closing date for receipt of applications.

General Information:

- 1) Experience specified for the above posts shall be the experience acquired after obtaining the prescribed educational qualifications
- 2) The terms and conditions of deputation are governed by the Govt. of India, Department of Personnel & Training O.M.No.2/29/91-Estt (Pay. II) Dated 5th January, 1994, CS (RP) Rules, 2008 and Appendix – 1 & Appendix – 5 of FRSR (Part-I) as stands amended from time to time.
- 3) Candidates will have to produce proof of details furnished in their application as and when required
- 4) Applications received after the closing date, unsigned applications, incomplete applications and applications not in the prescribed proforma and not routed through their employers and without the required certificates (complete and up-do-date CR dossiers for the last five years, vigilance certificate, Integrity certificate and statement indicating major/ minor penalties imposed upon the applicant for the last ten years) will not be considered. While forwarding the applications of the eligible and willing officers, the particulars furnished by the applicant should be duly verified and certified by the parent office.
- 5) Only Indian Nationals need apply
- 6) Canvassing in any form will be a disqualification
- 7) The prescribed qualifications are minimum and it would be open to the

competent authority in the Coastal Aquaculture Authority to restrict the number of candidates for consideration to a reasonable level by adopting qualifications and experience of a higher level than the minimum prescribed in the advertisement.

- 8) The Coastal Aquaculture Authority reserves the right not to fill up the post if it so decides.
- 9) No correspondence in the matter of consideration/selection will be entertained. Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. Persons who are already on deputation or in whose case, the cooling off period is yet to be over need not send their applications.
- 10) If at any stage, it is discovered that any attempt has been made by the applicant to willfully conceal or misrepresent any fact, his/her candidature may be summarily rejected or his/her appointment terminated.
- 11) The selected candidate will be appointed on deputation normally for a period of 3 years, which may be extended or curtailed at the discretion of the competent Authority depending on requirement/performance.
- 12) Candidates who apply for the post will not be allowed to withdraw their candidature subsequently.
13. The application should be sent in the prescribed proforma neatly typed out in A-4 Size paper and addressed to **THE MEMBER SECRETARY, COASTAL AQUACULTURE AUTHORITY, MINISTRY OF AGRICULTURE, 2nd FLOOR, SHASTRI BHAVAN ANNEXE, No.26, HADDOWS ROAD, CHENNAI – 600 006.**
14. **Last date for receipt of applications: 45 days from the date of publication in the Employment News**

BIO DATA PROFORMA

| | | | | | | |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|--------------------------------------------------------|----|-----------------------------|---------------------------------|
| 1 | NAME AND ADDRESS (IN BLOCK LETTERS) | | AFFIX RECENT COLOUR PASSPORT SIZE PHOTO | | | |
| 2 | Date of birth (in Christian Era) | | | | | |
| 3 | Date of retirement under Central/State Govt. rules | | | | | |
| 4 | Educational Qualifications | | | | | |
| 5 | Whether educational and other qualifications required for the post are satisfied?(If any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same) | | | | | |
| Qualifications/Experience required | | Qualifications/experience possessed by The officer | | | | |
| Essential | 1) | | | | | |
| | 2) | | | | | |
| | 3) | | | | | |
| Desired | 1) | | | | | |
| | 2) | | | | | |
| 6. | Please state clearly whether in the light of entries made by you above, you meet the requirements of the post | | | | | |
| 7 | Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient | | | | | |
| | Office/Instt/ Orgn | Post Held | From | To | Scale of pay & basic pay | Nature of duties (IN DETAIL) |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| 8 | Nature of present employment, i.e. ad hoc or temporary 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 (indicate the name of your employer against the relevant column) a) Central Govt | |
| | b) State Govt | |
| | c) Autonomous Organization | |
| | d) Govt. Undertaking | |
| | e) Universities | |
| | f) Others | |
| 11 | Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale | |
| 12 | Total emoluments per month now drawn | |
| 13 | Additional information including, which you would like to mention in support of your suitability for the post (with regard to additional academic qualification, professional training and work experience over and above prescribed in the vacancy circular/advertisement) enclose a separate sheet, if space is insufficient | |
| 14 | Whether belongs to SC/ST/OBC | |
| 15 | Remarks | |
| | | |

I have carefully gone through the advertisement and I am well aware that the Bio-Data duly supported by documents submitted by me will also be assessed by the selection committee at the time of selection for the post.

Signature of the candidate

Date.....

Address.....

Countersigned

.....
(Employer with seal)

**CERTIFICATE TO BE FURNISHED BY THE EMPLOYER/FORWARDING
AUTHORITY**

CERTIFIED THAT:

- i) The particulars furnished by Shri/Smt./Kum _____ are correct.
- ii) There is no vigilance/disciplinary case either pending or contemplated against him/her.
- iii) The certified copies of Annual Confidential Reports of Sri/ Smt/ Kum.....
.....for
the period from..... to.....are enclosed.

Date :

**Signature of Head of the Department/
Forwarding Authority.**

Vigilance Clearance Certificate

Certified that no vigilance case is pending or contemplated against Shri./ Smt.
.....

Signature
Designation of Competent Authority

Major/ Minor Penalties Report

Certified that there is no major or minor penalties on Shri./ Smt.
during the period of last years from.....to

Signature
Designation of Competent Authority

Integrity Certificate

Service particulars of Shri./ Smt. have been carefully scrutinized and
it is certified that there is no doubt of his/ her integrity.

Signature
Designation of Competent Authority