



I.C.A.R - Central Institute of Freshwater Aquaculture
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ADVERTISEMENT

The ICAR-Central Institute of Freshwater Aquaculture, Kausaylaganga, Bhubaneswar, Odisha invites applications, only for Indian Citizens, through online mode for engagement of **02 (TWO) no. of Field Assistant**, purely on contractual basis to work under **“Promoting Improved Agriculture and Allied Sector Technologies in Khordha District through Farmer FIRST Project (Farmer FIRST Project)”** at ICAR-CIFA, Bhubaneswar as per details given below:

Sl. No	Duration of engagement	Position	Emoluments	Qualification	Age Limit (as on closing date of application)	Critical Date
1.	Until 31 March, 2023.	02 (one) Field Assistant (FA)	Rs.15,000/- consolidated	Essential qualifications : Graduate in any discipline with sound knowledge in computer application Desirable Qualifications: Atleast 2 years of working experience in transfer of technology projects	Upper age limit will be 50 years. Relaxation of age to the SC/ST/OBC and Divangya candidates will be given as per rules	a. Closing Date and time for submission of online applications- 17 April 2022 by 17.00 Hrs. b. Interview: Details of date, time, place and mode of personal interview will be communicated separately to the shortlisted candidates.

Interested candidates may visit institute website: <http://www.cifa.nic.in> for filling the details and submit his/ her application (as per format given at **Annexure-III**) by **17:00 hrs of 17th April 2022**. For detailed instructions regarding how to apply, please see **Annexure-II**.

1. The place of posting will be at ICAR-CIFA, Bhubaneswar, Odisha.
2. **The original certificates and proof of age and caste to be produced at the time of interview/Joining.**
3. The selected candidate may also be required to travel, as per requirement of the work.
4. No TA/DA will be paid for attending the interview.
5. No interim enquiries will be entertained. Canvassing in any form will render the candidate disqualified for the position.
6. The above engagements are purely temporary and will stand terminated automatically after completion of period indicated in the selection offer, or otherwise intimated subsequently subject to willingness of the candidate.
7. The candidate will not have any right for absorption in ICAR-CIFA/ICAR.
8. The selected candidate may have to join immediately.
9. The Director/ PI/ Competent Authority ICAR-CIFA reserves the right to cancel the recruitment process.
10. The decision of the Director/ PI/ Competent Authority ICAR-CIFA will be final and binding in all respects.
11. The details of short listed candidates will be placed on Institute website and communication for attending interview either personally at ICAR-CIFA, Bhubaneswar or through video conferring will be sent to them through email in advance.

**Principal Investigator
(Farmer FIRST Project)**

Annexure -I

Evaluation criteria for short listing and final selection of the candidates for Field Assistant (FA)

1. Eligibility Criteria:

- a. Nationality:** The candidate must be a citizen of India.
- b. Age Limit:** Lower and upper age limits will be 21 years and 50 years respectively, with relaxation of age to SC/ST/OBC and Divyaang candidates as per rules.
- c. Essential Educational Qualifications for the Field Assistant :** Graduate in any discipline with sound knowledge in computer application

Desirable qualifications: Atleast 2 years of working experience in transfer of technology projects

2. Evaluation method:

		Scorecard For The Selection Of Field Assistant (FA) At ICAR-CIFA					
Criteria	Educational Qualification				Desirable Qualifications	Personal Interview	Total
Total Marks	40 Marks				20 Marks	40 Marks	100 Marks
Breakup	10 th (Secondary)	12 th (10+2) Higher secondary	Graduation (Bachelor's Degree)	Proficiency in computer	Experience		
	I	II	III	IV	IV		
Maximum Marks	10	10	10	10	20		

❖ **Essential Educational Qualification : 40 marks**

- Candidates having **first class/first division** (based on percentage/Grade points) in 10th, 10+2, Graduation (Bachelor's Degree) and Computer application will get **10 marks each in the respective category**. (Ex. Candidate having first class/first division in 10th, 12th, Graduation (Bachelor's degree) and Computer application will get 10+10+10+10 = 40 marks)
- Candidates having **second class / second division** (based on percentage/Grade points) in 10th, 10+2, Graduation (Bachelor's Degree) and Computer application will get 7.5 **marks each in the respective category** (Ex. Candidate having **second class / second division** in 10th, 12th, Graduation (Bachelor) and Computer application will get 7.5+7.5+7.5+7.5 = 30 marks)
- Candidates having **pass /third division** (based on percentage/Grade points) in 10th, 10+2, Graduation (Bachelor's Degree) and Computer application will get 5 **marks each in the respective category** (Ex. Candidate having **pass /third division** in 10th, 12th, Graduation and Computer application will get 5+5+5+5 = 20 marks)

Note : Candidates having only the CGPA/OGPA in their mark-sheet /transcript, the conversion formula of CGPA/OGPA to percentage of marks or division as adopted by the University /Board needs to be enclosed with the respective transcript/mark sheet, or else the decision in this regard made by the competent authority of the ICAR-CIFA will be treated as final.

❖ **Desirable Qualifications** : **20 marks**

Each year of working experience in transfer of technology projects will be awarded 10 marks

❖ **Personal Interview** : **40 marks**

Note:

1. Only 10 numbers of candidates will be called for interview for the selection of each Field assistant (FA) that stand sufficiently high in merit on the basis of aggregate marks obtained in respect of educational and desirable qualifications criteria as mentioned under **Column I to IV** of the Score card.
2. Final selection will be on the basis of candidate's performance in the shortlisting and interview taken together in order of merit.

Tie-breaking Principles

A. For shortlisting the candidates for interview:

- a) In a case where the total marks obtained in r/o column No. I to IV are equal, the candidate senior in age will be ranked higher.
- b) Further, if the candidates are of same age, the candidate securing more total marks in r/o column No. III and IV will be ranked higher.

B. For final selection of the candidates:

- a) In a case of the overall equal marks, the candidate senior in age will be ranked higher.
- b) Further, if the candidates are of same age, the candidate who has obtained higher marks in r/o column No. IV while short listing the candidates, will be ranked higher.

Annexure- II

INSTRUCTIONS FOR APPLYING (ONLINE)

The following steps are to be followed for applying online and submitting supporting documents:

1. The applicant will visit institute website <http://www.cifa.nic.in> and visit the “**Job Opportunities**” tab under **Quick Links Section** for finding the link for submission of the applications.
2. In the said online form, candidates need to fill the entire column with accurate information and submit the same.
3. After doing the needful as S.No. 2 above, the applicant will have to scan the following documents in given order in a single “pdf” format file:
 - a. Duly filled and signed application format as given in **Annexure-III**
 - b. Matriculation certificate & marks sheet
 - c. Intermediate mark sheet
 - d. Graduation mark sheet
 - e. Post-Graduation certificate and mark sheet
 - f. Cast/ Category certificate in case of SC/ ST/ OBC & Divyang applicants
 - g. Any valid Photo Identity proof document (Aadhar Card/ Voter ID/ Pan Card/ Driving Licence, etc. issued by any government agency). Aadhar Card will be preferred.
 - h. Proof for all the Academic accomplishments, research and work experience in Fisheries Science and Aquaculture
 - i. Any other relevant document as desired by the applicant.

Note: all the above said documents as indicated above may be scanned preferably in multicolour in a single pdf file and the file may be saved with a file name in the given format i.e., <FIRSTNAME>_<LASTNAME>_FA_FFP.pdf

4. After doing the needful as Sl. No. 2 & 3 above, the said PDF document may be sent through email on the email id: “**farmerfirstcifa@gmail.com**” well before closing time for submission of application.
5. The submission of online forms and sending the pdf document to given email address both are mandatory. Failing in any one of the two will result in rejection of application/ candidature.
6. Applicants are required to check the institute website from time to time for any updated information.

Annexure III

Application Form

Application for the post of: **Field Assistant**
Project: **Farmer FIRST Project at ICAR-CIFA, Bhubaneswar**

Passport size
recent
photograph

1	Full Name (In Block letters)	
2	Father's Name	
3	Date of Birth (DD/MM/YY)	
4	Aadhar Number	
5	Age as on closing date of application	
6	Sex (M/F/T)	
7	Marital Status (Married / Unmarried)	
8	Address with pin code	
	a. Permanent address and b. For Communication address	
9	Mobile Number & WhatsApp Number	
10	Email ID	
	Skype ID (If available)	
11	Whether belongs to SC/ST/OBC/DIVYANG (Attach Proof)	

12 Details of Education Qualification from 10th onwards (Attach self-attested copies of certificate)

Degree	Board/University	Year of Passing	Max. Marks/ OGPA/Grade	Marks Obtained	Percentage Marks/ OGPA/Grade Obtained
10 th					
12 th					
Graduation					
Postgraduation					
Any other					

13 Experience: Documentary evidence to be attached

14 No-objection certificate from present employer (if employed):

15 Additional Information, if any:

16 Self-declaration regarding truthfulness in application

DECLARATION

I hereby declare that all statements made in the application are true/correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature/appointment may be cancelled without any notice

Date:

Place:

Signature

Full name of the candidate