



# केन्द्रीय आयुर्वेदीय विज्ञान अनुसंधान परिषद्

आयुष मन्त्रालय, भारत सरकार

जवाहर लाल नेहरू भारतीय चिकित्सा एवं होम्योपैथी अनुसंधान भवन  
61-65, सांस्थानिक क्षेत्र, सम्मुख 'डी' ब्लॉक, जनकपुरी, नई दिल्ली-110058

**CENTRAL COUNCIL FOR RESEARCH IN AYURVEDIC SCIENCES**

Ministry of AYUSH, Govt. of India

Jawahar Lal Nehru Bhartiya Chikitsa Evam Homoeopathy Anusandhan Bhawan  
61-65, Institutional Area, Opp. 'D' Block, Janakpuri, New Delhi-110058

ग्राम : आयुष  
Gram : "AYUSH"  
Fax : 28520748  
**EPBX**  
28525852, 28520501  
28522524, 28525831  
28525862, 28525883  
28525897

## **WINDOW ADVERTISEMENT NO. 04/2020.**

### **FILLING UP THE POST OF ADMINISTRATIVE OFFICER AND UPPER DIVISION CLERKS ON DEPUTATION BASIS IN CCRAS AND DRAWING A PANEL FOR VACANCIES LIKELY TO ARISE WITHIN ONE YEAR.**

Reference to advertisement No. 4/2020 that appeared in the Employment News (English) of 21-27, Nov, 2020 and Times of India (English) dated 13.11.2020 is made whereby applications from eligible candidates were invited for appointment to the posts of Administrative Officer and Upper Division Clerk on deputation basis in CCRAS. The date of said advertisement is further extended for another 45 days from the date of re-appearing in the Employment News (Hindi/ English). For further details and downloading of application format, please visit CCRAS website : [www.ccras.nic.in](http://www.ccras.nic.in)

2. The candidates who have already applied for the said posts need not apply again.
3. Applicants found eligible to the said posts shall not be permitted to withdraw their names later.

**-Sd-**  
**(Rakesh Kumar)**  
Assistant Director (Coordination.)



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The CCRAS is the Apex Body in India for formulation, co-ordination, development and promotion of research in Ayurveda. The Council carries out its activities and functions through its network of 32 Institutes/Research Centres. The Headquarter of the Council is situated in Delhi at the above captioned address. Applications are invited for 02 posts of Administrative Officer in the pay scale of Rs. 56100-177500 in pay level 10 (Pre-revised Rs.15,600-39,100/- in PB-3 GP Rs. 5400/-), and 06 posts of Upper Division Clerk in the pay scale of Rs. 25500-81100 in pay level 4 (Pre-revised Rs.5200-20200+GP Rs. 2400/- in PB-I) on deputation basis. The station wise details of present vacancies are as under:-

- i. Administrative Officer - 02 Posts presently available at Delhi. However, the person selected as Administrative Officer on deputation basis may be posted to any peripheral Institutes of the Council as per need.
- ii. Upper Division Clerk - 06 Posts available at Mandi, Jaipur, Gwalior, Itanagar, Guwahati Gangtok. However, the person selected as Upper Division Clerk on deputation basis may be posted to any peripheral Institutes of the Council as per need.

## **2. ELIGIBILITY CONDITIONS FOR DEPUTATION**

### **A. Administrative Officer :-**

1. (a) Officer of the Central State Government/ Autonomous Bodies /Research Institutions/ Public Sector Undertakings/ Semi-Government/ Statutory or Autonomous organizations funded by Government  
(b) holding analogous posts or  
(c) having 03 years regular service in pay scale of Rs. 44900-142400 in pay level 7 (pre-revised pay scale of Rs. 9300-34800+GP Rs.4600/- in PB-2) or 08 years regular service in Pay scale of Rs. 35400-112400 in pay level 06 (pre-revised pay scale of Rs. 9300-34800+GP Rs.4200/- in PB-2) and
2. Possessing the following educational qualification / experience  
(a) A degree from a recognized University.  
(b) Adequate experience in personnel management with thorough knowledge of Accounts Budget, Budgetary Control, Government Rules and Regulations and Administrative and Establishment procedures.

### **B. Upper Division Clerk :-**

- (a) Officers of the Central Govt. holding analogous post on regular basis or should have Eight years of regular service as Lower Division Clerk in the pay scale of Rs. 19900-63200 in pay level 2 (Pre-revised Rs.5200-20200+GP Rs. 1900/- in PB-I) or equivalent in Central Government.

- (b) The candidate should be well conversant with Government Rules, Regulations and procedures concerning administration, personnel management, financial management, budgeting and Accounting.

**NOTE :-**

- a) The period of deputation in respect of all the posts will be initially 01 year extendable upto 03 years on year to year basis. The maximum age limit for applying for deputation shall not be exceeding 56 years as on the closing date of application in respect of Administrative Officer and UDC.
- b) The terms & conditions and Pay and Allowances of the candidates selected for appointment on deputation basis will be governed by standard deputation/Foreign Service terms as issued by Govt. of India from time to time.
- c) **Advance application will not be entertained and canvassing in any form will be a disqualification.**

3(1) The applications form can be downloaded from Council's website [www.ccras.nic.in](http://www.ccras.nic.in). The application in the prescribed proforma is to be forwarded through proper channel to the Director General, CCRAS, on the above address not later than 30 days from the date of publication of this advertisement in Employment News.

3(2) The following documents are to be enclosed along with the application:-

- (i) A certificate to the effect that concerned forwarding parent department/Ministry has no objection to the appointment of the applicant to the post applied for in the CCRAS.
- (ii) Details of penalties, if any, imposed, on the applicant during the last 05 years.
- (iii) Vigilance clearance in respect of the applicant duly signed by an officer of appropriate level along-with certified copies of ACRs/APRs for the last 05 years.

**4. The last date of receipt of application will be 30 days after the date of appearing the Advertisement in Employment News.**

**Assistant Director (Coordination)**  
CCRAS, New Delhi  
For Director General

Copy to :-

1. Sh. A.J.J. Kennedy, Under Secretary to the Govt. of India, Ministry of AYUSH, AYUSH Bhawan, INA, New Delhi with the request to give wide publicity of the advertisement in the Ministry.
2. All Central Govt. Ministries / Departments for circulation.
3. All Research Councils for circulation.
4. Sr. P.S. to Director General/ P.S. to DDG/P.S. to DD (Admn.).
5. All Sections in the CCRAS, Hqrs. Office.
6. All peripheral Institutes for wide publicity to the advertisement.
7. Hindi Section, CCRAS, Hqrs. Office for Hindi translation.

For Director General