



राष्ट्रीय बागवानी बोर्ड

National Horticulture Board

कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार
Ministry of Agriculture & Farmers Welfare
Government of India

प्लॉट सं. 85- इंस्टीट्यूशनल एरिया -(हरियाणा)

गुरुग्राम, 18- सेक्टर, 122015

Plot No. 85, Institutional Area, Sector-18

Gurugram (Haryana) -122015

Tele: 0124-2342992

Email: md@nhb.gov.in

वेबसाइट/Website : www.nhb.gov.in

Applications are invited from eligible candidates for filling up the post of **Joint Director (Finance & Accounts)** in Pay Level-11 (Rs. 67700-208700) of the 7th CPC Pay matrix (Pre- revised PB-3 of Rs. 15600-39100 with Grade Pay of Rs. 6600) on deputation basis (including short term contract basis) in National Horticulture Board.

The application completed in all respect should be reached to the **Managing Director, National Horticulture Board, Plot No. 85, Sector 18, Institutional Area, Gurugram- 122015 (Haryana)** within 30 days from the date of publication of this advertisement in the Employment News.

Detailed information about eligibility criteria and other Terms & Conditions etc. including prescribed format for submitting the application are available at www.nhb.gov.in.

Managing Director

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प्लॉट सं. 85-इंस्टी
क्यूशनल एरिया-(हरियाणा)गुरुग्राम, 18-रसेक्ट, 122015
Plot No. 85, Institutional Area, Sector-18, Gurugram (Haryana) – 122015
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The National Horticulture Board (NHB) invites applications for filling up the post of Joint Director (F&A) on deputation basis. The eligibility criteria and educational qualifications etc. for the post are as under :

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| Pay Band and Grade Pay/Pay Scale | Pay Level-11 (Rs. 67700-208700) of the 7 th CPC Pay matrix (Pre revised PB-3 of Rs. ₹ 15600-39100 with Grade Pay of Rs. 6600). |
| Eligibility and Experience | <p>Officers of Central/State Govt./Union Territories/recognized Research Institutions/ Agricultural Universities/ PSUs/ Semi-Govt. or autonomous or Statutory Organisations –</p> <p>(a) (i) holding analogous posts on regular basis in the parent cadre/Department or (ii) with 5 years experience in related field in the Grade rendered after appointment thereto on a regular basis in the posts in the Pay Band-2, Rs 9300-34800 with Grade Pay of Rs 5400 or equivalent in the parent cadre/department and possessing following educational qualifications :-</p> <p>CA/ M.Sc. in Statistics/ MA in Economics/ Commerce, or Master in Business Administration (Finance) from a recognized University</p> <p>Accounts Officer of NHB with seven years service in PB-2 in grade pay Rs 4600 shall also be considered alongwith outsiders and if he/she is selected for appointment to the post it shall be treated as having been filled by promotion otherwise the post shall be filled by Deputation (ISTC).</p> <p>Note 1 : Period of deputation including the period of deputation in another post held immediately preceding this appointment</p> |

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| | <p>in the same or some other organization or Department of the Central / State Governments / Union Territories shall ordinarily not exceed five years.</p> <p>Note 2 : For the purposes of appointment on deputation basis, the service rendered on a regular basis by an officer prior to 01/01/2006 (the date from which the revised pay structure based on the 6th Central Pay Commission recommendations has been extended) shall be deemed to be service rendered in the corresponding grade pay/pay scale extended based on the recommendation of the Pay Commission.</p> |
| Age | The maximum age limit for appointment by deputation shall not exceeding 58 years "as on the closing date of receipt of applications". |

Period and other term & conditions of deputation shall be for three years extendable by a further period of two years as per DoPT O.M No. 6/8/2009-Estt. (Pay-II) dated 17.06.2010. If an officer is already holding the deputation post at the time of his selection to this post on deputation basis, then his tenure will be fixed as per note 1 above.

The last date of receipt of applications complete in all respect is **04.12.2023**

A copy of application format is at Annexure-I. The information to be filled by the Cadre Controlling Authority is at Annexure-II.

Duly filled in application (three copies) in the given proforma in respect of those eligible candidates, who could be spared in the event of selection, along with attested photocopies of APAR of preceding five years (attestation is to be done by an officer not below the rank of Under Secretary to the Government of India) alongwith all supporting documents related to education qualification should be reached to the Managing Director, National Horticulture Board, Plot No. 85, Sector 18, Institutional Area, Gurugram-122015 (Haryana) within 30 days from the date of publication of this advertisement in the Employment News. Application of those candidates will be considered whose applications have been received through proper channel only. Advance copy of the application will not be entertained. Candidates who apply for the post will not be allowed to withdraw their candidature subsequently. **It is requested to submit application in typed format (Font-Arial and size-11) as per given proforma only as published in the advertisement.** Further, a single PDF file of duly filled in application along with all relevant documents may also be emailed within prescribed time limit at jd.pers.nhb@gov.in

The Applications received after due date or found incomplete or found not in format as prescribed, will not be considered and shall be rejected summarily.

National Horticulture Board reserves the right to withdraw the vacancy circulated at any time without assigning any reasons.



Annexure-I**Bio-Data**

Affix
passport size
colour
photograph

1. Name and address (in Block letters):
2. Date of Birth (DD/MM/YYYY):
3. Name, Service and address of the Parent Organization:
4. Nature of Parent Organization:
(Central Govt/State Govt/UTs/recognized Research Institution/Agriculture University/PSUs/
Semi-Govt./Autonomous/Statutory Organizations)
5. Date of Joining Service:
6. Date of superannuation under Parent Organization:
7. Details of Educational Qualifications from Bachelor's degree onwards:

| Sl. No. | Master/Doctorate Degree obtained | Year of passing Degree/Diploma | University/Institution | Subject | Subject of specialization |
|---------|----------------------------------|--------------------------------|------------------------|---------|---------------------------|
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8. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:-
9. Details of employment, in chronological order (from latest one to older):

| Name of post held | Name of Employer and its communication address | From | To | Scale of pay Level as per 7 th CPC (If not revised, then please provide existing pay scale) | Nature of appointment (ad-hoc, temporary, quasi-permanent, permanent, regular, deputation) | Whether appointment through UPSC /State PSC or otherwise | Nature of duty performed (in brief) |
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10. In case the present employment is held on deputation basis, please state:

- The date of initial appointment to such post:
- Prescribed Tenure of appointment on such post:
- Deputation Tenure completed on such post as on last date of submission of this application:
- Name of the present Office/Organization and its communication address:

11. Name and scale of pay of the post held in substantive capacity in the Parent Organization:-

12. Are you in the revised scale of pay after 7th Central Pay Commission? (Yes/No)

- If yes, give the date from which the revision took place and also indicate Level of Pay.
- If No, then please indicate the present pay scale:

13. Details of Training (s) undergone:

14. Additional information, if any, which you would like to mention in support of your suitability for the post.

Date:

(Signature of the candidate)

Place:

Name of the Candidate:

Address:

Mobile No (s):

e-mail Id (s):



Certificate to be furnished by the Employer/ Head of the Office/ Forwarding Authority/Cadre Controlling Authority

Certified that the particulars furnished by Shri/Smt /Ms , Designation in the application form are correct as per his/her service records and he/she possesses the required educational qualifications and experience mentioned in the vacancy circular. Further, in case of selection of the officer, he/she will be relieved immediately to join the post of Joint Director (F&A) in National Horticulture Board.

2. Also certified that:

- i. There is no vigilance/disciplinary case is/are pending/contemplated against the Officer.
- ii. Integrity of the Officer is beyond doubt.
- iii. No major/minor penalties have been imposed on the Officer during the last 10 years **or** a list of major / minor penalties imposed on the Officer during the last 10 years is enclosed.

3. Further, attested copies of APARs for proceeding five years (duly attested on each page by an officer not below the rank of Under Secretary to the Government of India) are enclosed.

Date:

Place:

Signature:

Name:

Designation and Office Seal:

Telephone no:

e-mail Id: