



ICAR-CENTRAL RESEARCH INSTITUTE FOR DRYLAND AGRICULTURE
[Indian Council of Agricultural Research]
Santoshnagar :: Saidabad Post :: Hyderabad – 500 059



F. No. 1-22[16]/2020/Estt-I

Date: 25.09.2020

ADVERTISEMENT No. 2020/03/NICRA

The temporary positions of 04 Nos. Administrative Assistants are proposed to be filled up under the project entitled "NICRA" at ICAR-CRIDA, Hyderabad . Details are given below:-

Position No.	Name of Position and Number of Vacancies	Qualifications	Emoluments	Upper age limit as on the date of interview
1	Administrative Assistant (04 Nos.)	<p>Essential :</p> <ol style="list-style-type: none">1. B.Sc/B.Com/B.A2. Five years work experience in a Government organization (Central/State) and should have worked in Administration, Audit & Accounts3. Diploma in Computer Applications (MS Office)4. Typewriting Lower Grade (Certificate from Board of Technical Education) <p>Desirable:</p> <ol style="list-style-type: none">1. Master's Degree2. Typewriting Higher Grade	Rs. 15,000/- (Consolidated)	50 years

The positions are purely temporary and co-terminus with the project. Eligible candidates may report for a walk-in-interview at **1000 Hrs** on **09.10.2020** at ICAR-CRIDA, Santoshnagar, Hyderabad – 500 059. Candidates reporting after 1030 hrs may not be entertained. Candidates possessing the prescribed essential qualifications mentioned above will only be considered. They should bring alongwith them filled-in application form in the form attached herewith alongwith one set of self-attested copies of certificates related to qualifications / age / experience etc. All original certificates should be presented for verification. No document other than pass certificate or provisional pass certificate will be accepted as proof of completion of a course. The date of interview shall be the crucial date for determining age and educational qualification. No TA / DA will be paid for attending the interview. Decision of Director, CRIDA shall be final and binding on applicants.

For details and further updates, if any, visit our website <http://www.icar-crida.res.in>.