

From

The Administrator,  
MICADA Haryana,  
Panchkula.

To

The Computer Programmer,  
MICADA, Haryana, Panchkula.


Memo No. 618 /MICADA/Admn.2024/589-A Dated: 29.01.2024

**Subject: - Filling up of post of Dy. Director (Agronomy) on contract basis- advertisement thereof.**

Please find enclosed herewith public notice alongwith details of post, duties and responsibilities, terms and conditions, application form etc. for filling up the post of Dy. Director (Agronomy) on contract basis, inviting applications.

You are, therefore, requested to post the Advertisement alongwith other documents on the website of MICADA.

DA/As above

  
Officer-on-Special Duty,  
for Administrator, MICADA, Haryana,  
Sector-4, Panchkula.

**MICRO IRRIGATION AND COMMAND AREA DEVELOPMENT AUTHORITY**  
**Bays No. 39-40, Sector-4, Panchkula**

The applications are invited for one post of Dy. Director (Agronomy) by MICADA. The interested candidates can download the detail of post, qualifications, duties and responsibilities, terms and conditions of appointment, application form etc. from the website of MICADA, Haryana at URL address: <http://micadaharyana.nic.in>. The last date of submission of application through e-mail: [admr.cadapkl@gmail.com](mailto:admr.cadapkl@gmail.com) is 19.02.2024.

Administrator

**General terms and conditions:**

- i) The applications for the post of Deputy Director (Agronomy) are invited through e-mail at [admr.cadapkl@gmail.com](mailto:admr.cadapkl@gmail.com) only.
- ii) The applications in the prescribed proforma attached at annexure-I shall only be entertained.
- iii) The copies of acquired qualifications and achievements, if any, in the field of promotion of Micro Irrigation are required to be attached with the applications only.
- iv) The applications received after last date or by post/courier shall not be entertained.
- v) The shortlisted candidates will be intimated through e-mail for interview.
- vi) The candidates called for interview shall carry the original documents and submit a complete set of self-attested testimonials at the time of interview.
- vii) The last date of submission of application through e-mail shall be 19<sup>th</sup> February, 2024.
- viii) For any enquiry e-mail at [admr.cadapkl@gmail.com](mailto:admr.cadapkl@gmail.com) or contact to the Director (MI) at Mobile No. 9878243682.

**Details of post, qualification and work experience.**

Sr. No	Name of post	No. of post	Education qualification	Work experience	Age limit
1.	Deputy Director (Agronomy) <u>Expert Level-II</u> Rs. 90,000/- fixed	1	Post Graduate degree in specialization in Agronomy from a recognized University or Institution.	At least 5 years working experience in research/extension of agronomic practises of agriculture crops in State/Central Government Department/Agriculture University/Reputed private Institutions and Organizations etc.	Not above 62 years.

**Duties and Responsibility:-**

1. Supervise the operations of Agronomy Branch.
2. Shall assist Director (Agronomy) in all technical matters relating to Agronomy and allied subjects.
3. Plan, control and monitor all Agronomic developments and allied affairs as per the directions/instructions of the Director (Agronomy).
4. Manage all matters relating to Agronomy development activities like crop diversification, better irrigation practices and certified seeds.
5. Any other duties as assigned by the senior officers.

**Terms and conditions:-**

**1. Tenure and Remuneration:**

- a) The tenure will be for 3 years.
- b) The consolidated monthly remuneration for the post shall be Rs.90,000/- (all inclusive) with 5% increase on completion of each year. Provided that the remuneration payable to an expert who has been in the service of the Central Government or the State Government or any board, company or other agency owned or controlled by the Central Government or the State Government, shall be last pay drawn immediately prior to retirement from the service of the Central Government or the State Government or any board, company or other agency owned or controlled by the Central Government or the State Government, minus the pension received.
- c) Monthly remuneration indicated above is inclusive of income tax payable by the candidate and other statutory deductions, if any.
- d) No special pay, compensatory allowance, house rent allowance or any other allowances shall be payable.
- e) Travelling Allowance and Daily Allowance shall be admissible as per Haryana Government Rules.

**2. Evaluation of performance:** The performance of the expert engaged, with reference to the task assigned and output delivered, shall be reviewed periodically, within such time and manner as may be specified, by general or special order, by the Administrator or such officer as may be authorized by the Administrator at the time of appointment of the expert.

**3. Procedure of selection of expert:**

- a) The candidates may apply in the prescribed proforma through e-mail at [admr.cadapkl@gmail.com](mailto:admr.cadapkl@gmail.com). The applications received through e-mail shall only be entertained.
- b) The age of candidate shall be determined on date of publication of advertisement.
- c) The expert shall ordinarily be engaged by the Administrator on contractual basis for a period of not more than three years.



- d) In case, large number of applications are received, the candidates will be shortlisted by the Internal Committee and a maximum of 10 times of the post wise be called for interview.
- e) The assessment criteria for short listing of the candidates is as under:-

**Assessment Criteria:**

Sr. No.	Particulars	Max marks	Remarks
1.	Additional qualification viz. M.Phil/Ph.D.	8	-
2.	Additional experience	20	4 marks per year beyond essential experience.
3.	Professional Trainings National : 6 marks International : 4 marks	10	1 mark for each training.
4.	Professional achievement	10	1 mark for each Honor/Award/Fellowship
5.	Assignments taken up during last 10 years	30	3 marks for each assignment.
6.	Publications	10	3 marks : upto 5 5 marks : upto 8 7 marks : upto 10 10 marks : above 10
Total		88	-
Interview		12	-
<b>Grand Total</b>		<b>100</b>	-

- f) The Administrator, MICADA shall be the competent authority to accept or reject the candidature of any candidate without assigning any reason.
- g) The selection committee will conduct the interview and recommend the name of suitable candidate for selection and two additional names in order of merit as waiting candidates.

**4. Engagement conditions of experts”**

- a) The expert on having accepted the offer of engagement, shall enter into a contract specifying the terms and conditions and detailing duties and deliverables with confidentiality clause, before being assigned or commencing any work.
- b) The terms and conditions of engagement may, at any later stage and in any specific case, be modified where the Authority deemed it necessary.

c) Without prejudice and in addition to the legal remedies available in terms of the contract, the breach of the terms and conditions of the contract executed under clause 4 (a) by any expert shall be considered a sufficient ground for termination of the engagement made under contract and may further debar such experts from any further engagement by the Authority.

5. **Removal of difficulties:** In case any doubt or question arises, such doubt or question shall be placed before the Administrator, MICADA and the decision of the Administrator shall be final and binding.