



Three times winner of Sardar Patel Outstanding ICAR Institution Award

F. No. 1/38/2023-Estt..

Dated: 03.11.2025

To

All Directors/Project Directors, ICAR Research Institutes/NRCs/ATARIs

Sub: Filling up of Technical posts on Inter-Institutional transfer basis at ICAR-IISR, Kozhikode - reg.

Madam/Sir,

The Director, ICAR-Indian Institute of Spices Research, Kozhikode is inviting applications of eligible candidates for filling up following posts of Technical Personnel on Inter-Institutional transfer basis. The details of post and eligibility criteria are as follows:

Sl No.	Vacant Post	No. of posts	Reservation position	Place of posting	Required qualification
01	Programme Assistant (Lab. Technician) Senior Technical Assistant T-4 Functional Group (Field/Farm)	01	UR	KVK Peruvannamuzhi	Officials holding analogous post having 05 (five) years of regular service (including two years' probation period) in the specified category and functional group, and fulfilling conditions as per ICAR letters referred above may apply. Applicants seeking relaxations shall clearly mention the grounds against the concerned space in Sl. No. 15 of the application form.
02	Farm Manager Senior Technical Assistant, T-4 Functional Group (Field/Farm)	01	UR	KVK Peruvannamuzhi	Technical personnel initially recruited as SMS (T-6) in concerned Subject in KVK under ICAR institutes or system
03	Subject Matter Specialist (SMS), T-6 (Veterinary science)	01	EWS	KVK Peruvannamuzhi	

Spicing up the Nation's Progress

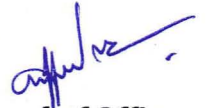
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It is requested that the vacancy may be circulated amongst the eligible and desirous candidates, if any, working at your ICAR Headquarters/Institutes/Regional Stations etc. The application of only such candidates who are medically fit and who can be relieved immediately in the event of their selection may please be forwarded in the enclosed proforma to the undersigned, so as to reach this office within 60 days of issue of this circular.

The following documents may kindly be enclosed while sending the request;

1. Duly filled application proforma through proper channel.
2. Attested copies of APAR for the last 5 years
3. A certificate to the effect that No disciplinary case/vigilance case is pending or being contemplated against the candidates.

Incomplete applications or those received after prescribed due date will not be considered. Conditions of service will be governed by ICAR Letter No. 19(1)/2002-Estt.IV dated 26th Aug., 2016, F. No. 33-8/2016-Estt.I dated 15th Sept. 2016, F. No. TS-19(6)/2020-Estt. IV Dated: 19.03.2021 and other rules and guidelines issued by ICAR from time to time.



**Head of Office**

## PROFORMA

### APPLICATION FOR INTER-INSTITUTIONAL TRANSFER – TECHNICAL

1	Name of the applicant (In BLOCK letters)	:				
2	Designation	:				
3	Name of the ICAR Institute where the applicant is presently working	:				
4	Date of Birth & Age as on 31.12.2025	:				
5	Gender (Male / Female) <b>If Female, state whether Unmarried/Married/Widowed/Divorced</b>	:				
6	a. Whether belongs to SC/ST/OBC/EWS/PwD  (If yes, enclose documentary proof)	:				
	b. Reservation category of the candidate as per Reservation Roster of the Institute, where the candidate initially appointed on Direct Recruitment basis(to be filled by the office)	:				
7	Date of Joining (Technical post in ICAR)	:				
8	Date of completion of 05 (five) years at present place of posting	:				
9	Details of post in which initially appointed					
	(i) Category (I/II/III)	:				
	(ii) Grade (T3, T4,T5,T6 etc.)	:				
	(iii) Functional Group	:				
10	Date of confirmation in service	:				
11	Service Details					
	Name of the Institute	Post Held	Pay Scale	Period		Nature of duties performed
				From	To	

12	Educational Qualifications (Additional qualifications may also be mentioned, if any)	:	
13	Sl. No. of the post to which applied	:	
14	<p><b>Reason for applying for transfer</b> (Short description in approx 80-100 words and attach necessary supporting documents)</p> <p>(a) <b>Medical Ground</b> of Self / Spouse / Children / Parents</p> <p>(b) <b>Working spouse ground</b> (Attach self-attested ID of spouse issued by concerned office / department if he/she is employed in ICAR/Central Govt./State Govt. PSU / Autonomous Organizations under Central/State Govt.)</p> <p>(c) <b>Superannuation ground</b> (Attach certificate from Head of Office furnishing the date of Superannuation)</p> <p>(d) <b>'Single lady' ground</b> (State details – unmarried / widowed / divorced)</p> <p>(e) <b>Service in difficult areas</b> (Attach certificate from Head of Office furnishing the length of service in difficult areas)</p> <p>Other reasons in detail, if any-</p> <p>(f)</p>	:	
15	No. of instances of 'transfer on request' availed previously	:	
16	Contact Number (Mobile)	:	
17	E-mail ID	:	
18	Any other information relevant to the application	:	

**DECLARATION**

I, \_\_\_\_\_ hereby declare that all the statements made above are complete and correct to the best of my knowledge and belief. I fully understand that in the event of any information being found false or incorrect at any point of time, I shall be liable for appropriate action as decided by the Competent Authority.

**Date:**

**Signature of the Candidate**

**CERTIFICATE BY THE HEAD OF OFFICE**

Certified that the particulars furnished at S. Nos. 1 to 12 have been verified from the service records and found correct. It is further certified that no disciplinary/vigilance cases are pending/contemplated against the applicant.

**Signature of Head of Office with Seal**