

JAWAHARLAL NEHRU KRISHI VISHWA VIDYALAYA, JABALPUR

No. Reg./Estt.I/2018/.....

Dated:.....

NOTIFICATION

Applications are invited in the prescribed form from Technical Assistant / Training Assistant / Programme Assistant, working in this Vishwa Vidyalaya for assessment of their placement from Grade T4 to T-5 & T5 to T-6 on ICAR pattern. Prescribed qualifications for grant of Grade T-5 & T-6 are detailed as under.

Category	Grade	Pay Scale	Prescribed qualification
II	T-5	9300-34800 + 4600/-	Bachelor's degree in relevant field or equivalent qualification from a recognized University
III	T-6	15600-39100 + 5400/-	Master's degree in relevant field or equivalent qualification from a recognized University

The Technical Assistants / Training Assistants / Programme Assistants who have completed five years of satisfactory services in T-4 grade (Rs. 9300-34800 + 4200/-) will be eligible for placement to Grade T-5 (Category II). Those Technical Assistants / Training Assistants / Programme Assistants in T-5 Grade (Rs. 9300-34800 + 4600/-) possessing the essential qualifications prescribed in category III shall be eligible for placement to T-6 Grade (Rs. 15600-39100 + 5400/-). However those Technical Assistants / Training Assistants / Programme Assistants in T-5 Grade (Rs. 9300-34800 + 4600/-) who do not possess the essential qualification for Category III shall be eligible for placement to T-6 Grade (Rs. 15600-39100 + 5400/-) after completing 10 years of service in T-5 Grade (Rs. 9300-34800 + 4600/-)

Technical Assistants / Training Assistants / Programme Assistants of the Vishwa Vidyalaya may submit their application in the enclosed proforma for considering their cases for the above categories and grades as per their eligibilities as on 31/05/2018 through proper channel. The application must reach the O/o the Registrar, JNKVV, Jabalpur by date 30/06/2018 till 5:00 pm. Applications received after the above mentioned date will not be considered.

- Encl.:** 1. Proforma of Application Form for T-4 to T-5.
2. Proforma of Application Form for T-5 to T-6.

By the order of the Vice Chancellor


REGISTRAR

Dated: 01-06-2018

Endt. No. Reg./Estt.I/2018/153.....

Copy forwarded for information and necessary action to:

1. Dean, Faculty of Agriculture, JNKVV, Jabalpur
2. Director Instructions/ Research Services / Extension Services / Farms, JNKVV Jabalpur.
3. Dean, College of Agriculture, Jabalpur/ Rewa/Tikamgarh/Ganjbasoda /Powarkheda / Waraseoni.
4. Dean College of Agricultural Engineering, Jabalpur
5. Head of Department (All)
6. Associate Director Research, ZARS
7. In-charge, RARS,.....
8. Senior Scientist & Head, all KVKs
9. In-charge, JNKVV website portal for uploading the above notification on V.V. website.
10. Technical Officer (Admin.), Vice Chancellor Secretariat, JNKVV Jabalpur.

Information & details can be downloaded from V.V. website www.jnkvv.org

For information and circulation amongst all concerned under their administrative control. The intending applicants should submit their applications only in this proforma along with the copies of Certificates and Degree through their Controlling Officers by the date stipulated above.


REGISTRAR

APPLICATION FORM FOR TECHNICAL ASSISTANT / TRAINING ASSISTANT / PROGRAMME ASSISTANT FOR GRANT OF PAY SCALE FROM T – 5 GRADE (CATEGORY –II) TO T-6 GRADE (CATEGORY – III) OF J.N.K.V.V., JABALPUR

1. Reported period :
2. Name :
3. Date of Birth/ Age :
4. Field of specialization :
5. Basic degree / Diploma and the Institution (the degree was obtained from) :
6. Date of entry into the JNKVV Services :
7. Present grade and scale of Pay :
8. Duties assigned to the post for which the person has been recruited :
9. Date of continuous appointment to the present grade :
10. Any other basic information :

(Besides the above information the candidate may be required to furnish at the assessment all the information relevant to his / her career before and after entry into the services of JNKVV)

PART – I

(To be filled in by the Reviewee / candidate)

Please furnish the following information

1. Educational career

Degree/ Diploma / Certificate	Class / Grade	University / Board / Institute	Year
Doctorate degree			
Master's degree or equivalent or any higher degree			
Bachelor's degree/ Diploma			
Intermediate			
High School			

2. (a) Subjects of specialization at the highest degree / diploma :

(b) Subjects of specialization at the lower degree / diploma :

3. Additional qualifications / trainings acquired in India and / or abroad (list of all part-time or short-time trainings, not included in the educational career. Give dates, duties and duration of the course).

4. Employment record of last five / ten years ending onstarting with your present post. List in **reverse order** every employment you have had

Name of the employing organization	Designation	Salary / Pay Scale	Date of Joining	Date of Leaving	Nature of duties actually performed

5. What were the priorities areas of work during the past five / ten years of your service ending onPlease mark priorities against each area as 1,2,3 etc. one being the highest and so on; and indicate the percentage of time approximately allotted to each priority area (Normally, you should not assign more than three priorities. As area should be considered a priority area, only if takes at least 25 % of your working time)

Area	Priority	Time allocation
Technical Support for research work		
Teaching /guiding		
Extension		
Management / Co-ordination		
Administration		
Any other area (Please specify the area)		

6. (a) Honours / awards etc.
- (b) (i) Membership of professional societies :
- (ii) Offices and committees assignments held in professional societies :
- (c) Special invitations (this would refer to specific invitations to an individual to present a paper before professionally oriented meeting or to participate / conduct a seminar) :
- (d) Special assignments (given by Director concerned & higher officer) covered (list each one giving dates) and briefly describe the work done (Enclose copy of order) :
- (e) Duration of absence from the University service with reason during the 5 – 10 years period (the number of months may be specified) :



7. How would you rate your overall performance in each of the priority areas as indicated in item 5 above on a 0-5 scale (1= poor; 2=below average; 3=average; 4=above average; and 5=outstanding) Please indicate appropriate score for each area	Priority Area	Assigned Score
	1	
	2	
	3	
	4	
	5	
Total Score		

8. Is there any other type of work than your present job/assignment that you would rather do in the institute or outside? If yes please, please indicate.
9. Please give below the productivity and projection table in respect of the work done by you during the period under review.

This part is intended to be an evaluation. It seeks information on the past performance and output of work. Inability to meet projected targets/expectations would not necessarily mean insufficient or poor performance. Due consideration will be given to the reasons for not completing certain projected targets. Please indicate numbers only. (The items included in the statement are only illustrative and not exhaustive)

	Past 5/10 years	Proposed to do next year
(a) Technical support for scientific work such as:		
- Units of animals/goatary/poultry/ fisheries etc. managed	:	
- Area of land managed	:	
- Number of experiments /demonstrations organized	:	
- Maintenance of web site portal	:	
- Others (like office, accounts etc.)	:	
(b) Training organized / supported and teaching work	:	
(c) Extension education work such as	:	
- Radio/television talk	:	

- Field trips
- Exhibitions
- Farmers / cultivators contacted
- Others (please specify)

(d) Team –work and cooperation :
 mentioning specifically interdisciplinary,
 inter-institutional and intra-institutional
 activities in which you were involved

(e) Institution building activities :
 - Membership in the institutional
 committees.
 - Membership in special committees/task force
 - Organizing seminar /symposia in
 the institution
 - Any other (please specify)

(f) Unpublished reports, papers etc. :
 (Give number)

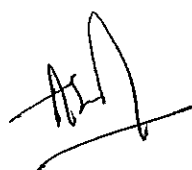
(g) Published work, if applicable. (Give number) :
 - Books / monographs
 - Professional papers / articles
 - Popular articles
 - Book reviews
 - Professional communication to journals / magazines
 - Professional abstracts
 - Technical reports
 - Compilation of reports

(h) Papers presented in Seminar/
 symposium etc. (Give numbers)

(i) Participation in professional meetings:
 / workshops etc. (Give numbers)

(j) Relationship with his professional colleagues .:

- (i) Guidance received
- (ii) Guidance given
- (iii) Participation in co-operative research programmes



10. Please furnish the most salient features of the work done in each of the top 3 priority areas as marked in the Serial number (5) in Part I. This should include the points: (A) description of project(s)/ assignment(s); (B) objectives of the stated project(s)/ assignment(s); (C) any major progress, accomplishments, utilization, etc. for the work done. (Be sure that this is not a detailed description of various projects/ activities you may have undertaken during the past assessment period. It should rather be a summary statement of the most significant aspects of your overall professional performance (with supporting evidence)

Priority Area 1 :

Priority Area 2 :

Priority Area 3 :

11. Please append a precise resume of the work done during the assessment period ending on with full supporting evidence, if any.

12. If some or all of your professional work remained incomplete or have fallen below your expectations, please furnish reasons for that.

13. Do you wish to have an opportunity for presenting before the Assessment Committee personally the details of your work?

Signature.....
Name.....
(In Block Letters)
Designation.....

Date.....

NOTE: The achievement / activity should not be repeated



PART II

FOR THE USE OF REVIEWER / CONTROLLING AUTHORITY ONLY

1. Is the information provided by the reviewee correct to the best of your knowledge?
2. Do you generally agree with the assessment provided by the reviewee?
Please give your critical appraisal.

Signature.....

Name.....

(In Block Letters)

Designation.....

Date.....

A handwritten signature in black ink, appearing to be 'AS', written over a horizontal line.

PART III

Remarks of the Associate Director Research / Dean of the College (if he /she is not the reviewer)

Signature of the Reviewer.....
Name.....
(In Block Letters)
Designation.....

Date.....

PART IV

Recommendations of the concerned Director/ Dean Faculty

Signature of the Reviewer.....
Name.....
(In Block Letters)
Designation.....

Date.....

A handwritten signature in black ink, consisting of stylized, overlapping letters, possibly 'M' and 'A', with a long horizontal stroke extending to the right.