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भारत सरकार  
GOVERNMENT OF INDIA

मत्स्यपालन, पशुपालन और डेयरी मंत्रालय (मत्स्यपालन विभाग)  
MINISTRY OF FISHERIES, ANIMAL HUSBANDRY AND DAIRYING (DEPARTMENT OF FISHERIES)  
केंद्रीय मत्स्य नौचालन एवं इंजीनियरी प्रशिक्षण संस्थान (सिफनेट)  
CENTRAL INSTITUTE OF FISHERIES NAUTICAL & ENGINEERING TRAINING (CIFNET)  
फाईन आर्ट्स एवन्यू कोच्ची- 682 016  
FINE ARTS AVENUE, KOCHI -682 016

F.No:13-11/2020-Adm.

Dated: 02-05-2023

To,

1. All Ministries/Departments of Government of India,
2. Chief Secretaries of All State Govts/UT Administrations.,
3. Commissioners/Secretaries dealing with Fisheries Departments of all State Govts.

Subject: Recruitment to one post of **Mate** (Group 'B' Gazetted, Non-Ministerial) in Level-7 (Rs.44900-142400) of the Pay Matrix at this Institute, Kochi, a subordinate office of the Department of Fisheries, **on deputation basis** (including short term contract) -regarding.

Sir,

I am to say that one post of **Mate** (Group 'B' Gazetted, Non-Ministerial) in Level-7 (Rs.44900-142400) of the Pay Matrix, at this Institute, Kochi is proposed to be filled up on deputation basis from amongst the Officers of the Central or State Governments or Union Territory Administration:-

- (a) (i) holding analogous post on regular basis in the parent cadre or Department; or  
(ii) with five years service in the grade rendered after appointment thereto on a regular basis in the pay matrix level-6 or equivalent in the parent cadre or department ; and
- (b) possessing the following educational qualifications and experience:

**Essential:**

- (i) Certificate of Competency as Skipper Grade-I or Skipper Grade-II or Mate of Fishing Vessel issued by the Mercantile Marine Department.
- (ii) Three years' practical experience on board Fishing Vessel as Mate or Bosun after obtaining competency certificate of Mate fishing vessel issued by the Mercantile Marine Department.

**Desirable:**

One year practical experience as Mate or Bosun on board a fishing vessel of 24 meters or more in length.

**Note:1.** The Departmental Officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.

**Note 2:** Period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of the Central Government shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall not be exceeding fifty six years as on the closing date of receipt of applications.

**Job description:**

Assist the Skipper in the sailing, navigation & watch keeping, safety, Operation and maintenance of all Navigational, LSA&FFA equipments and fishing operation, onboard training programmes and in the duties of the Skipper of the fishing vessel. Keeping the vessel ready for survey and inspections and all aspects. Impart on board practical training to the institutional and post-institutional trainees of various training programmes. Supervising the work of the deckside staff during operation of the fishing vessel, Vessel maintenance, maintenance of fishing gears, loading, preservation and unloading of catch, upkeep of navigation records, mess activities, arranging day & night watch duty on board the fishing vessel. Any other duties assigned by the superiors as per the requirements of the Institute.

The place of posting will be at H.Qtrs., Kochi, but likely to be posted in any of the 3 centers of CIFNET as per office requirement.

2. The pay of the official selected will be governed by the provisions laid down in the Department of Personnel and Training's O.M.No.6/8/2009-estt.(pay II) dated 17<sup>th</sup> June 2010.as amended from time to time.
3. Applications from eligible officers in the enclosed proforma (in duplicate) may be forwarded through proper channel to the Director, Central Institute of Fisheries Nautical and Engineering Training, Foreshore Road, Cochin -682 016 within a period of 60 days from the date of publication of this advertisement in the Employment News alongwith copies of up-to-date ACRs for the last five years, duly attested by an officer of the level of Under Secretary or above, vigilance clearance and integrity certificate. Cadre controlling authority may also kindly ensure that while forwarding the application they should verify and certify that the particulars furnished by the officer are correct. It may also be certified that no major or minor penalty was imposed on the officer during the last 10 years of his service.
4. Applications received after the due date or without ACRs or otherwise found incomplete will not be considered.

  
DIRECTOR

## BIO-DATA CURRICULUM VITAE PROFORMA

1.Name and Address (in Block Letters)	
2.Date of Birth (in Christian era)	
ii) Date of retirement under Central/State Government Rules	
4.Educational Qualifications	
5. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
Qualifications/ Experience required as mentioned in the advertisement/ vacancy circular	<b>Qualifications/ experience possessed by the officer</b>
Essential	Essential
A) Qualification	A) Qualification
B) Experience	B) Experience
Desirable	Desirable
A) Qualification	A) Qualification
B) Experience	B) Experience
<b>5.1 Note:</b> This column needs to be amplified to indicate Essential and Desirable Qualifications as mentioned in the <b>RRs by the Administrative Ministry/Department/Office</b> at the time of issue of Circular and issue of Advertisement in the Employment News.5.2 In the case of Degree and Post Graduate Qualifications Elective] main subjects and subsidiary subjects may be indicated <b>by the candidate.</b>	
6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.	
<b>6.1 Note: Borrowing Departments are to provide their specific comments/ views confirming the relevant Essential Qualification/ Work experience possessed by the Candidate (as indicated in the Bio-data) with reference to the post applied.</b>	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	* Pay Band and Grade Pay/Pay Scale of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

\*Important: Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

Office/Institution	Pay, Pay Band, and Grade Pay drawn ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
9. In case the present employment is held on deputation/contract basis, please state-			
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent organisation
9.1 Note: In case of Officers already on deputation, the applications of such officers should be forwarded by the parent cadre/ Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.			

9.2 Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/ organization but still maintaining a lien in his parent cadre/ organisation		
10. If any post held-on Deputation in the past by the applicant, date of return from the last deputation and other details.		
<b>11. Additional details about present employment:</b> Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organization d) Government Undertaking e) Universities f) Others		
12. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade.		
13. Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale		
14. Total emoluments per month now drawn		
Basic Pay in PB	Grade Pay	Total Emoluments
15. In case the applicant belongs to an Organization which is not following the Central Government Pay-scales, the latest salary slip issued by the Organisation showing the following details may be enclosed		
Basic Pay with Scale of Pay and rate of increment	Dearness Pay/interim relief /other Allowances etc. (with break-up details)	Total Emoluments
<b>16.A Additional information,</b> if any, relevant to the post you applied for in support of your suitability for (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement)( <b>Note: Enclose a separate sheet, if the space is insufficient</b> )		
<b>16.B Achievements:</b> The candidates are requested to indicate information		

<p>with regard to;</p> <p>(i) Research publications and reports and special projects  (ii) Awards/Scholarships/Official Appreciation  (iii) Affiliation with the professional bodies/institutions/societies and;  (iv) Patents registered in own name or achieved for the organization  (v) Any research/ innovative measure involving official recognition vi) any other information.  <b>(Note: Enclose a separate sheet if the space is insufficient)</b></p>	
<p>17. Please state whether you are applying for deputation (ISTC)/Absorption/Re-employment Basis.#(Officers under Central/State Governments are only eligible for "Absorption". Candidates of non-Government Organizations are eligible only for Short Term Contract)</p>	
<p># (The option of 'STC' / 'Absorption'/'Re-employment' are available only if the vacancy circular specially mentioned recruitment by "STC" or "Absorption" or Re-employment").</p>	
<p>18. Whether belongs to SC/ST</p>	

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld.

**(Signature of the candidate)**

Address \_\_\_\_\_

\_\_\_\_\_

Date \_\_\_\_\_

**Certification by the Employer/ Cadre Controlling Authority**

The information/ details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

**2. Also certified that;**

i) There is no vigilance or disciplinary case pending/ contemplated against Shri/Smt. \_\_\_\_\_

ii) His/ Her integrity is certified.

iii) His/ Her CR Dossier in original is enclosed/photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed..

iv) No major/ minor penalty has been imposed on him/ her during the last 10 years Or A list of major/ minor penalties imposed on him/ her during the last 10 years is enclosed. (as the case may be)

Countersigned

\_\_\_\_\_  
**(Employer/ Cadre Controlling Authority with Seal)**