ANNEXURE-1:

FLUID CONTROL RESEARCH INSTITUTE

(Under Government of India, Ministry of Heavy Industries)

Kanjikode West, Palakkad, Kerala – 678 623

Notification No. FCRI/P&A/2024-25/PO/04 **Date of Notification: 27.11.2024**

RECRUITMENT ON DEPUTATION BASIS

Name of Post	No. of Posts [CATEGORY]	Scale of Pay	Age Limit	Tenure
Personnel Officer	1 [GENERAL]	Pay Level 10 in the Pay Matrix	56 years	3 years

Applications are invited for the post of Personnel Officer, for appointment on deputation basis from the employees working in the departments of Govt. of India or Central Autonomous organisations.

1. Essential Qualifications:
   i) Must be a graduate in any discipline from a recognized university;
   ii) Holding analogous post on regular basis in the parent cadre/ Department or with minimum ONE year regular service in post at Pay level 9 or equivalent or with THREE years regular service in post at pay level 8 or equivalent or with FOUR years regular service in post at pay level 7 or equivalent in the parent cadre.

2. Desirable Qualifications:
   i) The candidate should possess wide knowledge on the central government rules and regulations viz., Fundamental Rules & Supplementary Rules, General Financial Rules, orders on reservation policy of the Government of India, various Central Civil Service Rules regarding Pay, Allowances, Conduct, Discipline, Leave, Medical Attendance, etc.
   ii) He/she should also be well versed with the Labour Laws. A bachelor degree in law is desirable.
3. There is no obligation on the Institute to absorb the selected candidate on completion of his/her tenure of deputation. However, the candidate may be considered for absorption subject to satisfactory performance and the approval of competent authority.
4. The following documents are to be enclosed along with the application:-
   i) Annexure-A: Details of penalties, if any, imposed, on the applicant during the last 5 (FIVE) years.
   ii) Annexure-B: Vigilance clearance in respect of the applicant duly signed by an officer of appropriate level
   iii) Annexure-C: Certified copies of ACRs/APRs for the last 5 (FIVE) years.
5. Canvassing in any form will be render the application as disqualified.
6. Candidate may download the application form from website **www.fcriindia.com.** The filled in Application Form along with Annexures A to C shall be sent through Proper Channel to reach the below address by registered Post or Courier on/before the closing date **17 January 2025:**

   The Director, Fluid Control Research Institute,
   Kanjikode West, Palakkad, Kerala. 678 623.

7. Applications NOT forwarded through Proper Channel or Applications not enclosing the full information / Annexures will be summarily rejected.