

No. A-12025/1/2025-SA
Government of India
Ministry of Consumer Affairs, Food & Public Distribution
Department of Food & Public Distribution

Krishi Bhawan, New Delhi
Dated : 21st March, 2025

INDICATIVE VACANCY CIRCULAR

Sub: Filling up the post of **Assistant Library and Information Officer** at National Sugar Institute, Kanpur, by Composite Method: Deputation (including short-term contract) or promotion.

The undersigned is directed to invite applications from eligible and suitable officers for filling up the post of **Assistant Library and Information Officer**, a General Central Service, Group 'B' Gazetted, Non-Ministerial post in Level-7 of the Pay Matrix at National Sugar Institute, Kanpur (UP) – a subordinate office of the Department of Food & Public Distribution, by Composite Method: Deputation (including short-term contract) or promotion.

2. Details of the post, eligibility conditions etc. may be accessed from the Department's website: www.dfpd.nic.in

3. Applications of only such officers/ candidates will be considered as are routed through proper channel and are accompanied by:-

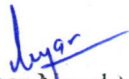
(i) * Bio-data – each page of the Bio-Data and all supporting documents to be attested by an officer not below the rank of Under Secretary and certified by the Employer/ Cadre Controlling Authority.

(ii) Photocopies of APARs for the last five (5) years, duly attested on each page by an officer not below the rank of Under Secretary.

(*) as per prescribed proforma available on the website.

4. It is, therefore, requested that the applications of suitable and eligible officers for the post may please be sent to the Under Secretary (SA), Department of Food & Public Distribution, Ministry of Consumer Affairs, Food & Public Distribution, Room No. 476, Krishi Bhawan, New Delhi – 110001, within **60 days** from the date of publication of this advertisement in the Employment News. Unsigned/ incomplete applications, not submitted through proper channel or those received after the last date, shall not be considered.

5. It is requested that wide publicity may be given to this vacancy circular and the circular may please be circulated among all PSUs/ Universities/ Recognized Research Institutions/ Autonomous Bodies and Statutory Organizations, under your administrative control.


(Suresh Kumar Nayak)
Deputy Secretary to the Government of India
Tel: 2338 0266

Distribution:-

1. All Ministries/ Departments of the Government of India.
2. The Chief Secretaries/ Administrators of all State Governments/ Union Territories.

For information:-

The Director, National Sugar Institute, Kalyanpur, Kanpur – 208 017.