तीव्र डाक द्वारा/ई-मेल द्वारा

No. Q-14014/2/2024-Admin_6 [E-27164]
भारत सरकार
मत्स्यपालन, पशुपालन और डेयरी मंत्रालय
पशुपालन और डेयरी विभाग
प्रशासन-6 (एन.एल.एम. डिवीजन)

ग्राउंड फ्लोर, चंद्रलोक बिल्डिंग,
36, जनपथ, नई दिल्ली-110001,
दिनांकः 03.03.2026

To,

The Director,
IT Cell,
Department of Animal Husbandry & Dairying,
Krishi Bhawan, New Delhi – 110001.

Subject: Publication of advertisement for filling up one post of Upper Division Clerk (UDC) on deputation basis in CSBF, Hisar on Department's website – reg.

Sir,

I am directed to invite your attention to letter No. A-12011/2/2026-DAHD-CSBF(HISAR)/68 dated 26.02.2026 received from Central Sheep Breeding Farm (CSBF), Hisar and to enclose herewith a copy of the Vacancy Circular dated 24.02.2026 (in Hindi and English) regarding filling up of one vacant post of Upper Division Clerk (UDC) in Level-4 of the Pay Matrix on deputation basis.

2. It is therefore requested that, for wider publicity of the said vacancy, the enclosed Vacancy Circular may kindly be uploaded on the official website of this Department i.e. www.dahd.gov.in.

Yours faithfully,

Encl: as stated

(Anamika Nigam)
Under Secretary to the Govt. of India

दूरभाष/ Ph: 01662-297329 / 297263 इ-मेल/e-mail: hisar_csbf@yahoo.com

भारत सरकार/Government of India
मत्स्यपालन,पशुपालन एवं डेयरी मंत्रालय
Ministry of Fisheries, Animal Husbandry & Dairying
पशुपालन एवं डेयरी विभाग/Department of Animal Husbandry & Dairying
केन्द्रीय भेड़ प्रजनन फार्म/Central Sheep Breeding Farm
पोस्ट बॉक्स संख्या/Post Box No.-10 / हिसार (हरियाणा)/Hisar (Haryana)-125001

संख्या:A-12011/2/2026-DAHD-CSBF(HISAR)/ 66 दिनांक: 24-02-2026

परिपत्र

विषय: निदेशक, केन्द्रीय भेड़ प्रजनन फार्म, हिसार (हरियाणा) के कार्यालय में उच्च वर्गीय लिपिक, साधारण केन्द्रीय सेवा, समूह-ग, अननुसचिवीय के एक पद को प्रतिनियुक्ति पर भरने के सन्दर्भ में |

निदेशक, केन्द्रीय भेड़ प्रजनन फार्म, हिसार (हरियाणा) के कार्यालय में उच्च वर्गीय लिपिक, साधारण केन्द्रीय सेवा, समूह-ग, अननुसचिवीय के एक पद को प्रतिनियुक्ति पर भरने के लिए योग्य कर्मचारियों से आवेदन आमंत्रित किए जाते हैं | पद का विवरण निम्न प्रकार है :-

1.	पद का नाम	उच्च श्रेणी लिपिक
2.	वेतनमान	पी.बी.-1 रु० 5200 – 20200 + 2400 ग्रेड वेतन (पूर्व सशोधित), सातवे वेतनमान के पे मैट्रिक्स लेवल-4 रु० 25500 – 81100 में संशोधित
3.	योग्यता	**प्रतिनियुक्ति पर स्थानान्तरण :** केद्र या राज्य सरकार के ऐसे कमेचारी जिन्होने (क) (i) समान/अनुरूप पद नियमित रूप से धारण किया हो या (ii) वेतनमान पी.बी.-1 रु० 5200 – 20200 + 1900 ग्रेड वेतन (पूर्व संशोधित), सातवें वेतनमान के पे मैट्रिक्स लेवल-2 रु० 19900 – 63200 (संशोधित) में 05 (पांच) वर्ष की नियमित सेवा पूरी की हो | तथा (ख). मान्यता प्राप्त विश्वविद्यालय की डिग्री (स्नातक) या समकक्ष की योग्यता रखते हो
4.	प्रतिनियुक्ति की अवधि	साधारणतया 03 (तीन) वर्ष से अधिक नहीं होगी |

अन्य शर्तें इस प्रकार हैं :-

1. प्रतिनियुक्ति के आधार पर नियुक्ति के लिए आवेदक की अधिकतम आयु आवेदन प्रस्तुत करने की अंतिम तिथि को 56 वर्ष से अधिक नहीं होनी चाहिए |
2. प्रतिनियुक्ति से सम्बंधित भारत सरकार द्वारा लागू वर्तमान नियम एवं शर्तें तथा समय-समय पर संशोधित होनेवाले अन्य नियम एवं शर्तें उक्त पद पर लागू होंगे |
3. आवेदन के साथ पिछले 05 (पांच) वर्षो का वार्षिक प्रदर्शन मूल्यांकन रिपोर्ट (ए.सी.आर./ए.पी.ए.आर.) प्रस्तुत करना होगा |
4. आवेदन को उचित माध्यम द्वारा अग्रेषित करते समय , विभाग के सक्षम प्राधिकारी द्वारा यह सत्यापित और प्रमाणित करना होगा की आवेदक द्वारा प्रस्तुत विवरण सही है तथा उनके विरुद्ध कोई सतर्कता/ अनुशासनात्मक कार्रवाई लंबित नहीं है अथवा उसपर विचार नहीं किया गया है तथा उनकी ईमानदारी और सत्यनिष्ठा संदेह से परे है तथा अंतिम 10 (दस) वर्षो के सेवा के दौरान उन्हें कोई बड़ा/छोटा दंड नहीं दिया गया है |
5. आवेदन-पत्र का प्रारूप (Annexure-A) इस फार्म के वेबसाइट (www.csbfhsr.com) अथवा विभाग के वेबसाइट (www.dahd.gov.in) से डाउनलोड किया जा सकता है | आवेदन को उचित माध्यम से "निदेशक, केन्द्रीय भेड़ प्रजनन फार्म, पोस्ट बॉक्स सं०-10, हिसार (हरियाणा) – 125 001" को भेजा जा सकता है |

अत: उक्त पद पर प्रतिनियुक्ति के लिए योग्य एवं इच्छुक उम्मीदवार अपना आवेदन आवश्यक दस्तावेज के साथ उचित माध्यम द्वारा रोजगार समाचार में प्रकाशन की तिथि से 45 (पैंतालीस) दिनों के अन्दर इस कार्यालय में प्रस्तुत कर सकते हैं | नियत तिथि के बाद प्राप्त आवेदन या अपूर्ण आवेदन या आवेदक के कार्यालय/विभाग द्वारा अग्रेषित नहीं किये गये आवेदन पर विचार नहीं किया जाएगा |

Digitally signed by
Satyanarayan Swain
Date: 24-02-2026
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(डॉ. सत्यनारायण स्वाईं)
उपायुक्त / निदेशक

दूरभाष/ Ph: 01662-297329 / 297263 ई-मेल/e-mail: hisar_csbf@yahoo.com

भारत सरकार/Government of India
मत्स्यपालन,पशुपालन एवं डेयरी मंत्रालय
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केन्द्रीय भेड़ प्रजनन फार्म/Central Sheep Breeding Farm
पोस्ट बॉक्स संख्या/Post Box No.-10 / हिसार (हरियाणा)/Hisar (Haryana)-125001

No.A-12011/2/2026-DAHD-CSBF(HISAR)/ 66 Dated: 24-02-2026

CIRCULAR

Sub: Filling up of one post of Upper Division Clerk, General Central Service, Group-C, Non-Ministerial at Director, Central Sheep Breeding Farm, Hisar (Haryana).

Applications are invited from eligible and suitable officials for filling up of the one post of Upper Division Clerk in the Office of Director, Central Sheep Breeding Farm, Hisar (Haryana) on deputation basis as per details given below: -

1.	Name of the post	Upper Division Clerk (UDC)
2.	Pay Scale	PB-1 Rs.5200 – 20200 + 2400 Grade Pay (Pre-revised), Revised in 7 th CPC Pay Matrix Level-4 (Rs.25500 – 81100)
3.	Eligibility	**Transfer on Deputation:** Persons working in offices under the Central Government or State Government (a) (i). holding analogous post on regular basis or (ii). With five years regular service in the post in the PB-1 (Rs.5200-20200) + 1900 Grade Pay (revised in 7th CPC Pay Matrix Level-2 Rs.19900-63200) or equivalent and (b). Possessing degree of recognised university or equivalent.
4.	Period of Deputation	Ordinarily not exceeding three years.

Other terms & conditions are as under: -

1. The maximum age limit for appointment by deputation shall not exceed 56 (fifty-six) years as on closing date of receipt of applications.
2. The other terms and conditions of deputation will be regulated in terms of existing Central Government orders and as amended from time to time.
3. Complete application alongwith last 05 (five) years of ACRs/APARs will have to be submitted.
4. While forwarding application, it may be verified and certified by the Competent Authority that the particulars furnished by the candidate are correct and no vigilance/disciplinary case is either pending or contemplated against the officials and his/her integrity is beyond doubt and no minor or major penalty has been imposed against him/her during last 10 (ten) years of service.
5. Application format (Annexure-A) can be downloaded from this farm website (www.csbfhsr.com) or Department's website (www.dahd.gov.in). Application can be sent through proper channel to the "Director, Central Sheep Breeding Farm, Post Box No.10, Hisar (Haryana)- 125 001".

Hence, complete application of eligible and willing candidate alongwith requisite documents may be sent through proper channel within 45 (forty-five) days of publication of advertisement in the Employment News. Application received after due date or found incomplete or not forwarded by the Office/Department of the applicant will not be considered.

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Satyanarayan Swain
Date: 24-02-2026
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(Dr. Satyanarayan Swain)
Deputy Commissioner / Director

ANNEXURE – A

APPLICATON FOR THE POST OF UPPER DIVISION CLERK FOR TRANSFER ON DEPUTATION BASIS AT CENTRAL SHEEP BREEDING FARM, HISAR (HARYNA)

1. Name and Address (in Block letters) … ...
2. Date of Birth (in Christian era) … …
3. 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	Qualifications / Experience possessed by the officer
Essential	(1)	
	(2)	
	(3)	
Desired	(1)	
	(2)	

6. Please state clearly whether in the light of entries made by you above, you meet the requirement of the post … … … …
7. Details of Employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient …

Office / Post held	From	To	Scale of pay and basic pay	Nature of duties (in detail)
Institution				

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 you belong … … …
10. Additional details about present employment: …
    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 … …

Contd….P-2-

11. Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade … …
12. 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 … …
13. Total emoluments per month now drawn …
14. Additional information, if any, which you would like to mention in support of your suitability for the post. … …
    (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).
    (NOTE. - Enclose a separate sheet, if the space is insufficient).

15. Whether belongs to SC/ST … … …
16. Remarks … …

    (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) Awards / Scholarship / Official Appreciation (iii) Affiliation with the professional bodies / institutions / societies and (iv) any other information.
    (NOTE. - Enclose a separate sheet, if the space is insufficient).

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Signature of the Candidate

Date ……..

Address …….

(TO BE FILLED BY FORWARDING OFFICE)

Endt. No. Dt.

Particulars mentioned above have been verified from the records and found correct. It is certified that no disciplinary proceedings or departmental enquiry are pending or contemplated against the officer and that his integrity is certified.

Recommendations if any:

Signature of the Competent Authority:
(with Seal)