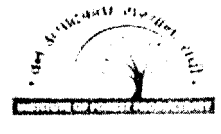




वन उत्पादकता संस्थान
(भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद)
(An Autonomous Body of the Ministry of Environment, Forest and Climate Change, Govt. of India)
Lalgutwa, Gumla Road, N.H.-23, Ranchi-835303 (Jharkhand)
E-mail: dir_ifp@icfre.org, ifpranchi2018@gmail.com
Website: www.ifp.icfre.gov.in



File No. EST-III-126/2020-21/507.

Dated, the 22nd July, 2020.

RECRUITMENT NOTIFICATION

ADVERTISEMENT NO. IFP/2020-1

Applications are invited from the Indian citizens who fulfill the requisite qualification and other eligibility criteria for filling up of the following posts in the Institute of Forest Productivity, Lalgutwa, Gumla Road, N.H.- 23, Ranchi – 835 303 (Jharkhand). These posts carry All India transfer liability in ICFRE Institute/Centres. The detailed information (Application Form, Terms & conditions, proforma etc.) may be downloaded from our official website <http://ifp.icfre.gov.in> or <http://icfre.org>.

Sl. No.	Name of Post	Pay Scale	No. of Post	UR	SC	ST	OBC	EWS
1	Lower Division Clerk (01)	7 th CPC Pay Matrix Level-2 Pay scale Rs.19,900-63,200	1	1	--	--	--	--
2	Forest Guard (06)	7 th CPC Pay Matrix Level-2 Pay scale Rs.19,900-63,200	6	5	--	--	1	--
3	Multi Tasking Staff (MTS) (13)	7 th CPC Pay Matrix Level-1 Pay scale Rs.18,000-56,900	13	3	2	--	6	2
TOTAL			20	9	2	--	7	2

(Dr. Nitin Kulkarni)
Director

Copy to:

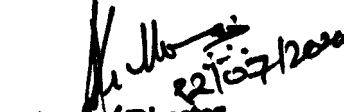
1. Chairman, Recruitment Cell, IFP, Ranchi.
2. IT & GIS under F&S Division to upload on the official website of ICFRE & IFP, Ranchi.

Details of Posts, Age and Eligibility

Sl. No.	Name of Posts & Pay Scale	Eligibility
1.	<p><u>Lower Division Clerk</u></p> <p>7th CPC Pay Matrix Level-2 Pay scale Rs.19,900-63,200</p>	<p>Educational & Other Qualification :</p> <ol style="list-style-type: none"> 1) 12th class certificate from a recognized Board 2) A typing speed of 30 words per minute in English or 25 words per minute in Hindi on manual typewriter. <p style="text-align: center;">OR</p> <p>Typing speed of 35 words per minute in English or 30 words per minute in Hindi on Computer.</p> <p>Age limit:</p> <ul style="list-style-type: none"> • Not below 18 years or exceeding 27 years. • Upper age limit for SC candidates is 32 years and for OBC candidates is 30 years. Age relaxation for SC and OBC is as per Govt. of India orders issued from time to time. No age relaxation is allowed to SC/OBC candidate applying against the unreserved posts. • Age relaxation upto 05 years will be allowed for the departmental candidates. Relaxable for Government servants in accordance with the instructions or orders issued by the Government of India from time to time.
2.	<p><u>Forest Guard</u></p> <p>7th CPC Pay Matrix Level-2 Pay scale Rs.19,900-63,200</p>	<p><u>Educational Qualification</u></p> <ul style="list-style-type: none"> • 12th Pass with Science from Government recognized Board. • The appointees will be required to successfully complete Forestry training course from a recognised Forest Guard Training Institution during the Probationary Period. <p><u>Physical Standards:</u></p> <p><u>Men</u> Walk 25 Kms. In 4 hours. Height Minimum 165 cms. Chest 79 cms without expansion and 84 cms with expansion.</p> <p><u>Women</u> Walk 14 kms in 4 hrs Height Minimum 150 cms. Chest 74 cms without expansion and 79 cms with expansion (Physical standards in respect of Scheduled Tribes men and women candidates will be relaxable upto 5 cms. in height & 4 cms. each in respect of chest without and with expansion.)</p> <p>Age limit:</p> <ul style="list-style-type: none"> • Not below 18 years or exceeding 27 years. • Upper age limit for SC candidates is 32 years and for OBC candidates is 30 years. Age relaxation for SC and OBC is as per Govt. of India orders issued from time to time. No age relaxation is allowed to SC/OBC candidate applying against the unreserved posts. • Age relaxation upto 05 years will be allowed for the departmental candidates. Relaxable for Government servants in accordance with the instructions or orders issued by the Government of India from time to time.
3.	<p><u>Multi Tasking Staff (MTS)</u></p> <p>7th CPC Pay Matrix Level-1 Pay scale Rs.18,000-56,900</p>	<p>Educational Qualification:</p> <ul style="list-style-type: none"> • Essential: 10th Standard pass certificate from recognized Board/recognized School. • Desirable: 03 years or more experience in relevant trade. <p>Age limit:</p> <ul style="list-style-type: none"> • Not below 18 years or exceeding 27 years. • Upper age limit for SC candidates is 32 years and for OBC candidates is 30 years. Age relaxation for SC and OBC is as per Govt. of India orders issued from time to time. No age relaxation is allowed to SC/OBC candidate applying against the unreserved posts. • Age relaxation upto 05 years will be allowed for the departmental candidates. Relaxable for Government servants in accordance with the instructions or orders issued by the Government of India from time to time.

General Instructions:-

1. Mere fulfilling of the minimum qualification and experience requirements shall not vest any right in the candidate for being called for written examination.
2. All the applications received within due date in response to this advertisement shall be considered for short-listing by a Screening Committee and only the candidates recommended by the screening committee will be called for, for appearing in the written examination. The decision of the Director, IFP, Ranchi on short-listing will be final and no correspondence will be entertained in this regard.
3. Short-listed candidates for all the posts will be informed about the Date, Time and venue for written examination separately.
4. If candidate wishes to apply for more than one post, he/she should submit separate application with required fee, copy of testimonials etc. Application for more than one post in a single application will not be entertained.
5. The Envelope containing the application should be superscribed as "Application for the post of _____". The envelope without superscription of the post applied for will not be entertained for further scrutiny.
6. Only Indian Citizens are eligible to apply.
7. No age relaxation is allowed to SC/OBC candidate applying against the unreserved posts.
8. Age relaxation for Govt. servants in accordance with the instructions or orders issued by the Government of India from time to time. Relaxation in upper age limit is applicable as per the norms of Govt. of India to the employees already working in Central Govt. Departments. There is no upper age limit for the officials already working in ICFRE and its Institutes/Centres. In case of departmental candidate, it is mandatory to attach relevant service experience certificate (mentioning name/present designation/post, present level of pay as per VII CPC, present location/office address etc.) on official letter head from competent authority with the application form.
9. Govt. servants applying for the above posts should forward their application "Through proper channel" and should enclose "No Objection Certificate" obtained (Annexure-I) from their Appointing Authority. They may send an advance copy of the application by the due date, if so desire. The forwarding authority should ensure that in the event of selection of the official, he should be in a position to relieve /spare the official within the time specified in the offer of appointment.
10. A Non-refundable application fee & processing fee (Rs.200 + 100) of Rs.300/- is to be deposited by the candidates belonging to General and OBC categories. The PH/SC/ST/Women are exempted from payment of application fee. However, processing fee of Rs.100/- is to be deposited by the candidates belong to PH/SC/ST/Women categories. The payment of application fee and processing fee should be made through Demand Draft drawn from any nationalized Bank in favour of the Director, Institute of Forest Productivity payable at Ranchi which should be enclosed along with application. No other mode of payment of application fee is acceptable.
11. Apart from affixing one photograph on the application form, the candidates are required to send TWO additional identical photographs separately along with the application form, with their name and post written in capital letters on the back side of the photographs.
12. The application duly completed in all respects shall be submitted along with the self attested photocopies of certificates of educational and technical qualification, age proof, recent claim of belonging to SC/OBC/EWS category, experience etc. In case the certificate is in a local vernacular language, its English translation duly attested by a Gazetted Officer should be submitted.
13. Candidates applying under EWS category will be considered only subject to production of recent EWS certificate from the competent authority.


दिदेशक / Director
वन उत्पादकता संस्थान,
Institute of Forest Productivity,
रांची / Ranchi-835303

Contd..

14. The selection of the candidates will be on the basis of written examination for all the posts. No Interview will be conducted for the advertised posts, however, Physical Fitness Test for the posts of Forest Guard and Typing Test (proficiency test) for the post of LDC will be conducted.
15. Application will be liable for rejection due to reasons such as :
- Incomplete or illegible and not submitted on prescribed format.
 - Unsigned/undated/without photographs (including additional photos).
 - Without proper certificate (prescribed by DoPT) in respect of SC/OBC/EWS.
 - Under aged/over aged candidates.
 - Not possessing the requisite educational qualification at the time of submitting application.
 - Educational qualification from non-recognized institution
 - Application received after due date.
 - Application without prescribed fee.
 - Any other irregularity like mutilated or damaged application/documents etc.
 - Application for more than one post in single application.
16. The crucial date for determining the age limit shall be the last date for receipt of application i.e. 11.09.2020.
17. Interested/eligible candidates may submit their applications to 'The Director, Institute of Forest Productivity, Lalgotwa, N.H.-23, Gumla Road, Ranchi-835 303 (Jharkhand) so as to reach on or before 11.09.2020 which would also be the crucial date for determining the age limit. Candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Jammu & Kashmir, Lahul & Spiti districts and Panji sub division of Chamba district or Himachal Pradesh, A&N Island, Lakshadweep, the last date of receipt of application is 25.09.2020. Application received after due date, unsigned applications, incomplete applications will not be entertained. This Institute shall not be responsible for any postal delay or loss during the postal transit.
18. The candidates selected on direct recruitment will be governed by the provisions of the New Pension Scheme introduced by the Govt. of India w.e.f. 01.01.2004.
19. No correspondence and interim enquiries will be entertained in any manner. Canvassing in any form by the applicant will disqualify his/her candidature.
20. The Director, IFP reserves the right to increase or decrease the posts or not to fill up any or all the advertised posts without assigning any reason.
21. Legal disputes, if any, shall be subject to the jurisdiction of the Competent Court at Ranchi, Jharkhand.
22. After qualifying in the written examination for the post of LDC, and Forest Guard, candidates have to appear for the following skill / physical test:
- Lower Division Clerk: Typing speed of 30 words per minute in English and 25 words in Hindi on manual typewriter or typing speed of 35 words per minute in English or 30 words per minute in Hindi on Computer with computer handling skills.
- Physical Standards:
- Forest Guard:
- Men
- Walk 25 Kms. In 4 hours.
 - Height Minimum 165 cms.
 - Chest 79 cms without expansion and 84 cms with expansion.
- Women
- Walk 14 kms in 4 hrs
 - Height Minimum 150 cms.
 - Chest 74 cms without expansion and 79 cms with expansion
- (Physical standards in respect of Scheduled Tribes men and women candidates will be relaxable upto 5 cms. in height & 4 cms. each in respect of chest without and with expansion.)
23. The Candidates must note that if his/her ineligibility is detected at any stage before or after the written examination, the conditions prescribed in the rules and instructions given in the advertisement or any other information/documents called for at any stage are not complied within the time specified therein, his/her candidature will be liable for cancellation. The Institute will not be responsible for cancellation of the candidature on this account.

(Dr. Nitin Kulkarni)
Director

निदेशक / Director

बन उत्पादकता संस्थान,

Institute of Forest Productivity,

राँची / Ranchi-835303



INSTITUTE OF FOREST PRODUCTIVITY
(Indian Council of Forestry Research & Education)
(An Autonomous Body of the Ministry of Environment, Forests and Climate Change, Govt. of India)
Lalgutwa, Gumla Road, N.H.- 23, Ranchi- 835303 (Jharkhand)

Format of the Application Form

Paste Recent
passport size
Photograph

Application for the Post of _____

1.	Advertisement No.	:	
2.	Amount of Application Fee	:	Rs. _____; DD No. _____; Date: _____; Name of Bank _____
3.	Name of Applicant (in Block Letters)	:	
4.	Father's / Husband Name	:	
5.	Date of Birth	:	
6.	Age as on 11.09.2020	:	Years _____ Months _____ Days _____
7.	Nationality	:	
8.	Whether SC/OBC/EWS (Specify) please attach self-attested copy of the latest SC/OBC/EWS Certificate issued by the competent authority.	:	
9.	Sex: Male/Female	:	
10.	Address for correspondence	:	
11.	Mobile No.	:	
12.	e-mail address	:	
13.	Aadhaar No.	:	
14.	Educational qualification	:	

Exam Passed	Year	Board/School/University	Total marks	Marks obtained	Grade %

15. Any other qualification, if any :
16. Experience if any :
17. I hereby declare that the above information is correct to the best of my knowledge and belief that nothing has been concealed or distorted. If any time, I am found to have concealed/distorted any material information, my appointment shall be liable for termination.

Place:

Date:

Signature of Candidate

(In the case of Govt. employees)
Certificate to be furnished by the Employer / Forwarding Authority

Certified that:

- i) The particulars furnished by Shri / Smt. _____ are correct.
- ii) There is no vigilance/disciplinary case either pending or contemplated against him/her.
- iii) Integrity of the applicant is certified.
- iv) Photocopies of the up-to-date ACRs attested by an officer not below the rank of an Under Secretary to the Govt. of India are enclosed.
- v) In the event of his/her selection, there is no objection to relieve /spare him/her within the time specified in the offer of appointment.

Date:

(Signature of the Head of the Department/Forwarding Authority)

Department / Office with seal

Telephone No. _____

FORM OF SCHEDULED CASTE / TRIBE CERTIFICATE

This is to certify that Shri / Shrimati*/Kumari* _____
son/daughter* of _____ village/town* _____ in
District/Division* _____ of the State/Union Territory*
_____ belongs to the _____ Caste/Tribe which is recognized as a
Scheduled Caste/Scheduled Tribe* under:

*The Constitution (Scheduled Castes) Orders, 1950: *The Constitution (Scheduled Tribes) Order, 1950; *The Constitution (Scheduled Tribes) (Union Territories) Order, 1950; *The Constitution (Scheduled Tribes) (Union Territories) Order, 1951: {as amended by the Scheduled Castes and Scheduled Tribes List (Modification Order, 1956, the Bombay Recognition Act, 1960, the Punjab Recognition Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Recognition) Act, 1971 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976} *The Constitution (Jammu and Kashmir) Scheduled Order, 1956; *The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976; *The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962; *The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962; *The Constitution (Pondicherry) Scheduled Castes Order, 1964; * The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967; * The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968; * The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968; * The Constitution (Nagaland) Scheduled Tribes Order, 1970. *The Constitution (Sikkim) Scheduled Tribes Order, 1978. *The constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989. *The constitution (Scheduled Castes) Orders (Amendment) Act, 1990. *The Constitution (Scheduled Tribes) Orders, amendment Act, 1991. *The Constitution (Scheduled Tribes) order Second Amendment Act, 1991.

2. This certificate is issued on the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Shrimati*/Kumari* _____ father/mother of Shri/Shrimati/Kumari _____ of village/town _____ in District/Division _____ of the State/Union Territory _____ who belongs to the Caste/Tribe which is recognised as Scheduled Caste/Scheduled Tribe in the State/Union Territory _____ issued by the _____ dated _____.

3. Shri/Shrimati/Kumari _____ and or his/her family ordinarily reside(s) in village/town _____ of _____ District/Division of the State/Union Territory of _____.

Signature _____
Designation _____
(With seal of office) State/Union Territory

Place _____
Date _____

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING
FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumar _____
son/daughter of _____ of village/town
_____ in District/djvision _____ in the
State/Union Territory _____ belongs to the
_____ community which is recognised as a backward class under the
Government of India, Ministry of Social Justice and Empowerment's Resolution
No. _____ dated _____. Shri/Smt./Kumari
_____ and /or his/her family ordinarily reside(s) in the
_____ District/Division of the _____ State/Union Territory.

This is also to certify that he/she does not belong to the persons/sections (Creamy layer) mentioned in
Column 3 of the Scheduled to the Government of India, Department of Personnel & Training O.M.
No.36012/22/93-Estt(SCT) dated 08.09.1993.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal

Government of _____
(Name & Address of the authority issuing the certificate)

INCOME & ASSETS CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____ Date: _____

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____
son/daughter/wife of _____ permanent resident of
_____ Village/Street Post Office _____ District
_____ in the State/Union Territory _____ Pin Code
_____ whose photograph is attested below belongs to Economically Weaker Sections, since
the gross annual income* of his/her 'family'*** is below Rs. 8 lakh (Rupees Eight Lakh only) for the
financial year _____. His/her family does not own or possess any of the following assets***

- I. Acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari belongs to the caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____
Name _____
Designation _____

Recent Passport
size attested
photograph of the
applicant

*Note1:. Income covered all sources Le. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose includes the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3: The property held by a *Family" in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.