

MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE
INDIRA PARYAVARAN BHAWAN, JOR BAGH ROAD, ALI GANJ, NEW DELHI

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Ministry of Environment, Forest and Climate Change requires services of suitable officers on deputation (including short term contract) basis to fill up the following post:-

Name of the post	No. of post(s)	Pay scale
Deputy Commissioner (Forestry)	01	Level-12 in the Pay Matrix, Rs. 78,800- 2,09,200/-

2. The details of the eligibility criteria for the post of Assistant Commissioner (Forestry) is given in **Annexure-I**.

3. Only such applications which are accompanied by the requisite personal data (in triplicate) in the proforma given in **Annexure-II** will be considered.

4. Eligible officers, who are willing and can be spared immediately in the event of selection, may send their applications **through proper channel** so as to reach this Ministry **within 45 days** from the date of publication of the advertisement in the Employment News, at the following address:-

Shri Lalit Mohan, Section Officer (Admin-P.I),
Ministry of Environment, Forest & Climate Change
Indira Paryavaran Bhawan, 1st Floor, Prithvi Wing, Jor Bagh Road,
Ali Ganj, New Delhi-110003

5. It may be noted that application must be accompanied with up-to-date CR Dossiers/photocopies of ACRs/APARs of last 5 years duly attested by Group 'A' Officer, Vigilance Clearance, Integrity Certificate, Nature of Duties and Major/Minor Penalty Statement for the past 10 years, failing which application will be summarily rejected.

6. **Applications not received through proper channel and not containing documents mentioned in para-5 will be summarily rejected.**

7. Period of deputation (including short-term contract) in another ex-cadre post held immediately preceding this appointment in the same or some other organisation/department of Central Government shall ordinarily not to exceed three years. The maximum age limit for appointment on deputation (including short term contract) shall not be exceeding fifty six years as on the closing date of receipt of applications.

8. Other terms and conditions of deputation including short term contract will be governed by DOP&T's O.M. No. 2/29/91-Estt(Pay.II) dated 5.1.1994 as amended from time to time.

<u>Name of the Post, Scale of Pay & No. of Posts</u>	<u>Eligibility conditions</u>
<p>Deputy Commissioner (Forestry)</p> <p>Level-12 in the Pay Matrix, Rs. 78,800-2,09,200/-</p> <p>New Delhi with All India Service Liability (01 post)</p>	<p>Officers under the Central Government/ State Governments/Union Territories/ recognised Universities/Recognised Research Institutes/Public Sector Undertakings/Statutory or Autonomous Organisations :</p> <p>(A) (i) Holding analogous post on regular basis in the parent cadre / department; or</p> <p>(ii) with five years service in the grade rendered after appointment thereto on a regular basis in the posts in the Pay level 11 in the pay matrix or equivalent in the parent cadre / department; and</p> <p>(B) Possessing the following educational qualifications and experience:</p> <p>(i) Master degree in Statistics or Operations Research or Forestry or Economics (with Statistics) or Mathematics (with Statistics) or Agriculture (with Statistics) or two years Post Graduate Diploma in Forestry Management from a recognized University / Institute.</p> <p>(ii) Five years experience of formulation and processing of various programme relating to forestry or agriculture work.</p> <p>Note 1 : Period of deputation including period of deputation in another ex cadre post held immediately proceeding this appointment in the same or some other organization/department of Central Government shall ordinarily no exceed 4 years.</p> <p>Note 2: The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of application.</p>

Annexure-II

CURRICULUM VITAE PROFORMA

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 posts are satisfied. (if any 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)		
	Desirable			(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/ Institution	Post held	From	To	Pay Structure		Nature of duties (in detail)
				Pay in the pay band	Grade pay	
				Or Level in the pay Matrix		

8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent	
9.	<p>In case the present employment is held on deputation/contract basis please state:-</p> <p>The date of initial appointment</p> <p>Period of appointment on deputation/contract</p> <p>Name of the parent office/organization to which you belong</p>	
10.	<p>Additional details about present employment.</p> <p>Please state whether working under (indicate the name of your employer against the relevant column)</p> <ul style="list-style-type: none"> a. Central Government b. State Government c. Autonomous Organizations d. Government Undertaking e. Universities f. Others 	
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.	Please state whether you are applying for deputation (ISTC)/Absorption/re-employment Basis. (Officers under Central/State government are only eligible for Absorption. Candidates of non-Government organizations are eligible only for Short Term Contract).	
16.	Whether belongs to SC/ST	
17.	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 Candidates
Address.....
Date.....

Countersigned
(By Employer with Seal)