



INSTITUTE OF FOREST GENETICS & TREE BREEDING
(INDIAN COUNCIL OF FORESTRY RESEARCH & EDUCATION)
An Autonomous Body of Ministry of Environment, Forest and Climate Change, Govt. of India
Forest Campus, Cowly Brown Road, R.S. Puram, Coimbatore – 641002 (T.N)
PH: 0422-2484100, FAX: 2430549, www.ifgtb.icfre.gov. in



पत्र सं./L.No.CTR-I/24-125/2020/Gr.C

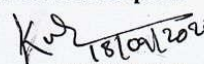
दिनांक/Date: 18/09/2020

RECRUITMENT ADVERTISEMENT No.02/2020

Applications are invited by post from the citizens of India who fulfil the requisite qualifications for the following regular posts in the prescribed format

SN	Name of Post	Pay Scale	No. of posts	Category	Educational Qualification	Age
1	STENOGRAPHER Grade-II (One Post)	Level-4 of 7 th CPC Pay Matrix (Rs. 25,500- 81,100/-)	01	Un Reserved (UR)	(1) 12 th Class certificate from recognized Board. (2) Should possess a minimum speed of 80 words per minute in stenography English/Hindi on the basis of competitive examination to be conducted by the Director of Institute. (3) Certificate Course in computer applications typing speed 5 key depression for each word.	Not below 18 years or exceeding 27 years as on 30/11/2020 for all categories. Age relaxation up to 5 years will be allowed for the departmental candidates. Relaxable for Government servants in accordance with the instructions or orders issued by Government of India from time to time.
2	FOREST GUARD (Two Posts)	Level-2 of 7 th CPC Pay Matrix (Rs. 19,900- 63,200/-)	02	Un Reserved (UR)	12 th Pass with Science from Government recognized Board. The appointees will be required to successfully complete Forestry training course from a recognized Forest Guard training Institution during the probation period.	Not below 18 years or exceeding 27 years as on 30/11/2020 for all categories. The appointees will be required to successfully complete Forestry Training course from a recognized Forest Guard training Institution during the probation period.
3	TECHNICIAN (Category-I, Three Posts) Plumber-1, Carpenter-1, Mason or its equivalent -1	Level-2 of 7 th CPC Pay Matrix (Rs. 19,900- 63,200/-)	03	Un Reserved (UR)	Matriculation from a recognized Board with ITI Certificate in relevant Trade or Certificate course from a Govt. Recognized Institute	Not Below 18 years or exceeding 30 years as on 30/11/2020 for all categories. Age relaxation up to 5 years will be allowed for the departmental candidates. Relaxable for Government servants in accordance with the instructions or orders issued by Government of India from time to time.
Total No. of Posts			06			

The last date for receipt of applications is 30/11/2020 (Monday). Relaxation in age is not applicable to SC/ST/OBC/EWS candidates applying against Un-reserved (UR) posts. The Director, IFGTB, Coimbatore reserves the right to increase or decrease the number of posts or not to fill any or all the advertised posts without assigning any reasons. For other details, please visit our website <http://ifgtb.icfre.org>


DIRECTOR
IFGTB-COIMBATORE

GENERAL INSTRUCTIONS

- 1) Candidates should read the instructions carefully before filling-up the application form. No change of any information will be entertained after submission of the application. Application incomplete in any respect will be summarily rejected.
 - 2) Only the citizens of India are eligible to apply.
 - 3) If a candidate wishes to apply for more than one post, he/she should submit separate application along with required fee (application fee/processing fee, whichever is applicable), copy of testimonial, etc.
 - 4) Mere fulfilling of the minimum qualifications and experience requirements shall not vest any right in the candidate being called for written examination.
- A) APPLICATION FEE:**
- 5) All the Candidates belonging to General (UR)/ OBC categories are required to pay a **non-refundable** application fee and processing Fee (Rs.200+100) of **Rs.300/-** (Rs. Three Hundred Only) through Demand Draft (D.D) from any nationalized bank drawn in favour of '**DIRECTOR, IFGTB**' payable at Coimbatore. **No other mode of payment is acceptable**.
 - 6) Women/SC/ST/Ex-SM/PwD candidates are exempted from payment of only the application fee of Rs.200/-. However **they have to pay Rs.100/-** (Rs. One Hundred Only) towards processing fee through Demand Draft from any nationalized bank drawn in favour of '**DIRECTOR, IFGTB**' payable at Coimbatore. In the absence of such documents, being proof for their claim belonging to SC/ST/ESM/PwD, the application shall be summarily rejected.
 - 7) Candidates should write their name, date of birth and post applied for on the reverse of D.D.
- B) AGE LIMIT:** The crucial date for the determining the minimum and maximum age in each case will be the closing date for receipt of application i.e 30/11/2020.
- 9) Candidates belonging to SC/ST/OBC-NCL/EWS who fulfil required educational qualifications/technical/professional qualifications can apply against UR vacancies. They will however, have to compete with the UR candidates and **will not be eligible for any relaxation including age relaxation**.
 - 10) Interested/eligible candidates may send the application to '*The Director, Institute of Forest Genetics & Tree Breeding (IFGTB), Forest Campus, Cowly Brown Road, R.S. Puram, Post Box No.1061, Coimbatore-641002 (T.N)*' so as to reach on or before **30/11/2020 by POST ONLY**. This Institute shall not be responsible for any Postal Delay or loss during the postal transit.
 - 11) Candidates residing in remote areas like Andaman & Nicobar Islands, Lakshadweep Islands, Union Territory of Ladakh, North East States (Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura), Lahaul and Spiti District and Pangi Sub division of Himachal Pradesh can submit their application on or before 14/12/2020.
 - 12) Applications/testimonials received after closing date will not be entertained under any circumstances.

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HOW TO APPLY:

13) The application duly completed in all respects shall be submitted along with self attested photocopies

- a) Certificates/mark sheets of educational and technical qualifications,
- b) certificate of proof of age,
- c) Certificate in support of fee concession as applicable.

14) In case the certificate is in a local vernacular language, its **English translation** duly attested by a Gazetted officer should be submitted. Translation ambiguity, if any, will be resolved as per the English Version.

15) Apart from affixing one photograph on the application form, the candidates are required to send TWO additional and identical photograph along with each application form, duly stapled on the first page of the filled in application form, with their name & post applied for written in capital letters on the back side of the photographs.

16) The Envelope containing the application should be superscribed as **"Application for the post of Stenographer/Forest Guard/Technician (Plumber/Carpenter/Mason,Civil Asst. whichever is applicable)."** The envelope without superscription of the post applied for will not be entertained for further scrutiny. Application for more than one post in a single application will not be entertained.

17) Govt. servants applying for the above posts should forward their applications through proper channel and should enclose **'No Objection Certificate'** obtained from their appointing authority (Annexure-I). They may send an advance copy of the application by the due date with prescribed fee, if they 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.

18) There is no maximum age limit for the permanent officials working in ICFRE and its Institutes/Centres.

19) APPLICATIONS WILL BE LIABLE FOR REJECTION DUE TO REASONS SUCH AS:

- i) Incomplete or illegible or not in the prescribed format .
- ii) Unsigned/undated/without photograph pasted in the application
- iii) Under aged/Over aged candidates.
- iv) Application received after due date by this Institute.
- v) Application without prescribed fees in the form of original D.D.
- vi) Any other irregularity like mutilated or damaged applications/documents etc.,
- vii) Applications for more than one post in single envelope.
- viii) Educational /technical qualifications from non-recognized Institutions.
- ix) Not possessing the requisite educational/technical qualification at the time of submitting the application.
- x) Without self-attested copies of documents for age proof (SSLC certificate or Birth certificate) .

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20) All the applications received within **due date i.e.30/11/2020** in response to this advertisement shall be considered for short-listing by the Screening Committee and only the candidate recommended by the Screening Committee will be called for appearing in the written examination.

21) The short-listed Candidates for all the posts will be informed about the Date, Time and Venue for written examination by registered post separately and also in the Institute's website.

22) No interim enquiries/correspondence/communication of any sort over phone, e-mail, etc., will be entertained on the matter. It shall be the responsibility of the candidates to check the Institute's website from time to time.

23) SCHEME OF EXAMINATION: The selection will be based on merit list prepared on the basis of marks secured by the candidate in the written examination only. No interview will be conducted for advertised posts. There will be negative marks for wrong answers in the written examination.

A) FOREST GUARD:

i) The syllabus for written examination for the post of Forest Guard is 100 Multiple Choice Questions (MCQ). General Awareness (30 MCQ), Arithmetic & Mental Ability and Reasoning (30 MCQ), General English (10 MCQ) and Science of Intermediate Level (30 MCQ) from Chemistry, Physics and Biology.

ii) After qualifying in the written examination for the post of Forest Guard, candidates have to appear for the following physical test.

Men

- a) Height Minimum 165 cms,
- b) Chest 79 cms without expansion and 84 cms with expansion,
- c) Walk 25 kms in 4 hours,

Women

- a) Height minimum 150 cms,
- b) Chest 74 cms without expansion and 79 cms with expansion,
- c) walk 14 kms in 4 hrs.

(Physical standards in respect of Scheduled Tribes men and women candidates will be relaxable up to 5 cms. in height & 4 cms. each in respect of chest without and with expansion) .

B) Stenographer Grade-II:

After qualifying in the written examination for the post of Stenographer Grade-II, candidates have to appear for the skill test.

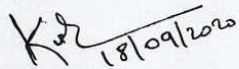
C) Technician (Plumber/Carpenter/Mason or Civil Assistant)

i) There will be an objective type/multiple choice questions (MCQ) with General Awareness (20 MCQ), Mental Ability & Reasoning (20 MCQ), General English (20 MCQ), Arithmetic (20 MCQ) and Basic Science (20 MCQ).

ii) After qualifying in the written examination, they will have to appear for Trade Test.

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- 24) All the examinations/tests will be conducted in Coimbatore, Tamil Nadu Only.
- 25) All posts are temporary in nature and likely to be made permanent. The candidates selected on direct recruitment will be governed by the provision of the New Pension Scheme (NPS) introduced by the Govt. of India w.e.f 01.01.2004.
- 26) The appointment of the selected candidates will be subject to their being found medically fit as per the requirements of the Institute.
- 27) The Institute shall verify the antecedents and documents submitted by a candidate at any time of appointment or during the tenure of their services. In case, it is detected that the documents submitted by the candidates are fake or the candidate has doubtful/unacceptable antecedents and has suppressed the said information, then his/her services shall be terminated forthwith in addition to legal action as per law.
- 28) Legal disputes, if any, shall be subject to the jurisdiction of the Competent Court in Tamil Nadu.
- 29) CANVASSING IN ANY FORM AND/OR BRINGING ANY INFLUENCE, POLITICAL, OR OTHERWISE, WILL DEFINITELEY BE TREATED AS A DISQUALIFICATION FOR THE POST APPLIED FOR.
- 30) The Director, IFGTB reserves the right to increase or decrease the posts or not to fill-up any or all the advertised posts without assigning any reason and rejecting any or all of the applications without assigning any reason thereof .
- 31) Decision of the Appointing Authority in all matter relating to the eligibility of the candidates, screening/skill/written test and selection would be final and binding on all the candidates.
- 32) In case of any corrigendum/addendum pertaining to this advertisement, the same shall be published only in the Institute's website.


(डॉ. सी. कुन्हीकण्णन/Dr C. Kunhikannan)
निदेशक/DIRECTOR

व.आ.वृ.प्र.सं - कोयम्बतूर /IFGTB-COIMBATORE.