



Phone : 0422 – 2484100
Fax : 0422 – 2430549
<http://ifgtb.icfre.gov.in>

Institute of Forest Genetics & Tree Breeding
(Indian Council of Forestry Research & Education)
(An autonomous body of the Ministry of Environment & Forests, Govt. of India)
P.B. No.1061, Forest Campus
R.S. Puram, Coimbatore – 641 002

Recruitment Notification

Advertisement No.1/IFGTB/2017

Applications are invited from the Indian citizens who fulfil the requisite qualification and other eligibility criteria for filling up of the following posts in the Institute of Forest Genetics & Tree Breeding, Coimbatore. These posts carry All India transfer liability (where the Institutes / Centres of ICFRE are situated). Application forms may be downloaded separately which are placed below this Notification from the Institute's website : <http://ifgtb.icfre.gov.in>.

Name of the posts & number of vacancies

Sl. No.	Name of Posts	Pay Scale (Pre-revised)	No. of Posts	UR	SC	ST	OBC	Remarks
1	Research Assistant Grade-I (General)	PB-1:Rs.5200-20200+ GP Rs.2800/-	3	1	-	1	1	
2	Research Assistant Grade-II (General)	PB-1:Rs.5200-20200+ GP Rs.2400/-	4	3	-	-	1	
3	Technical Assistant Group-C	PB-1:Rs.5200-20200+ GP Rs.2000/-	11	7	1	1	2	One post reserved for ex-serviceman
4	Steno Grade-II	PB-1:Rs.5200-20200+ GP Rs.2400/-	1	1	-	-	-	
5	Lower Division Clerk	PB-1:Rs.5200-20200+ GP Rs.1900/-	4	2	-	1	1	
6	Store Keeper	PB-1:Rs.5200-20200+ GP Rs.2000/-	1	-	-	-	1	
7	Driver (Ordinary Grade)	PB-1:Rs.5200-20200+ GP Rs.1900/-	4	2	-	-	2	
8	Forest Guard	PB-1:Rs.5200-20200+ GP Rs.1800/-	1	1	-	-	-	
9	Multi Tasking Staff	PB-1:Rs.5200- 20200+GP Rs.1800/-	9	6	1	1	1	One post reserved for ex-serviceman
Total posts			38	23	2	4	9	

Age relaxation for SC/ST and OBC is as per Govt. of India orders issued from time to time.


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Details of Posts and Selection Process:

Sl. No.	Name of the Posts	Eligibility
1	Research Assistant Grade-I (General) PB-1;Rs.5200-20200+GP Rs.2800/-	I) Educational Qualification: M. Sc in Botany/Biotechnology from a recognized University II) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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	Research Assistant Gr-II (General) PB-1;Rs.5200-20200+GP Rs.2400/-	I) Educational Qualification: B.Sc Degree in natural Science in the relevant Subject from a recognized University. II) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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	Technical Assistant Gr-C PB-1;Rs.5200-20200+ GP Rs.2000/-	I) Educational Qualification: 12 th pass with Science from a recognized board. II) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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.
4	Steno Gr-II PB-1;Rs.5200-20200+GP Rs.2400/-	I) Educational Qualification: 12 th class certificate from a recognized board. II) 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 this Institute. III) Certificate course in computer applications typing speed 5 key depression for each word. IV) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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.


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5	Lower Division Clerk PB-1:Rs.5200-20200+ GP Rs.1900/-	<p>I) Educational Qualification: 12th class certificate from a recognized board.</p> <p>II) A typing speed of 30 words per minute in English or 25 words per minute in Hindi on manual typewriter or typing speed of 35 words per minute in English or 30 words per minute in Hindi on Computer.</p> <p>III) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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.</p>
6	Store Keeper PB-1:Rs.5200-20200+ GP Rs.2000/-	<p>I) Educational Qualification: 12th pass from a recognized board.</p> <p>II) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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.</p>
7	Driver (Ordinary Grade) PB-1:Rs.5200-20200+ GP Rs.1900/-	<p>I) Educational Qualification:</p> <ul style="list-style-type: none">a) Matriculation from recognized Boardb) Possession of valid driving license for motor carsc) Experience of driving a motor car for three years or more. <p>Desirable: Knowledge of motor mechanism (the candidate should be able to remove minor defects in vehicles)</p> <p>II) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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.</p>


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8	Forest Guard PB-1:Rs.5200-20200+ GP Rs.1800/-	I) Educational Qualification: a) 10 th class pass from a recognized board. b) Certificate in Fire Fighting. II) Desirable: a) Home Guard Training b) Experience in relevant trade. III) Physical Standards: Men: a) Walk:25Kms in 4 hours b) Height Minimum 165cms c) Chest 79 cms without expansion and 84 cms with expansion Women: a) Walk: 14 kms in 4 hours b) Height – Minimum 150 cms. c) Chest 74 cm without expansion and 79 cm with expansion. IV) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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.
9	Multi Tasking Staff PB-1:Rs.5200-20200+ GP Rs.1800/-	I) Educational Qualification: 10 th standard pass certificate from a recognized board/recognized school. II) 3 years or more experience in relevant trade. II) Age limit: Not below 18 years or exceeding 27 years. Age relaxation upto 5 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 candidate recommended by the screening committee will be called for, for appearing in the written examination. The decision of the Director, IFGTB on short-listing will be final and no correspondence will be entertained in this regard.
3. If a candidate wishes to apply for more than one post, he/she should submit separate application with required fee, copy of testimonial etc. Application for more than one post in a single application will not be entertained.


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4. The Envelope containing the application should be superscribed as "**Application for the post of _____**". The envelopes without superscription of the post applied for, will not be entertained for further scrutiny.
5. Govt. servants applying for the above posts should forward their applications "Through proper Channel" and should enclose "**No Objection Certificate**" obtained (**Annexure-4**) 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.
6. **Application fee:** Non-refundable Demand Draft of Rs.300/- (Rupees three hundred only) drawn from any nationalized Bank in favour of the Director, Institute of Forest Genetics & Tree Breeding, payable at Coimbatore should be enclosed along with application. No other mode of payment of application fee is acceptable. However, SC/ST/Women candidates are exempted from payment of application fee as per Govt. of India guidelines.
7. 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, claim of belonging to SC/ST/OBC & Ex-servicemen category, experience etc. The candidates are required to send ONE additional and identical photograph separately along with each application form, duly stapled on the first page of the filled in application form, with their name written in capital letters, name of the post on the back side of the photographs.
8. **Application will be liable for rejection due to reasons such as:**
 - i) Incomplete or illegible and not submitted on prescribed format.
 - ii) Unsigned/undated/without photograph (including additional photos).
 - iii) Without proper certificate(prescribed by DoPT) in respect of SC/ST/OBC/PwD.
 - iv) Under aged/over aged candidates.
 - v) Not possessing the requisite educational qualification at the time of submitting applications.
 - vi) Educational qualification from non-recognized institution.
 - vii) Application received after due date.
 - viii) Application without prescribed fee.
 - ix) Any other irregularity like mutilated or damaged applications/documents, etc.
 - x) Certified copies of testimonial not enclosed.
 - xi) Application for more than one post in single application.
9. Short-listed candidates for all the posts will be informed the Date, Time and venue for written examination separately.
10. The crucial date for determining the age limit shall be the last date for receipt of applications i.e. **10.02.2017**.
11. Interested/eligible candidates may submit their applications to "**The Director, Institute of Forest Genetics & Tree Breeding, R.S. Puram, Coimbatore - 641002**" so as to reach on or before **10.02.2017**, which would also be the crucial date for determining the age limit.


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Candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Jammu & Kashmir, Lahaul & Spiti districts and Pangi sub division of chamba district of Himachal Pradesh, A & N Islands, Lakshadweep or abroad, the last date of receipt of application is **27.02.2017**. Application received after the due date, unsigned applications, incomplete applications will not be entertained. Applications received after closing date will not be entertained under any circumstances. This Institute shall not be responsible for any postal delay or loss during the postal transit.

12. 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.
13. Relaxation in upper age limit is applicable as per the norms of Govt. of India to the employees already working in Central Govt. Departments. No upper age limit for the officials already working in ICFRE and its Institutes/Centres.
14. No correspondence and interim enquiries will be entertained in any manner.
15. Canvassing in any form by the applicant will disqualify his/her candidature.
16. 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 .
17. Legal disputes if any, shall be subject to the jurisdiction of the Competent Court at Coimbatore, Tamilnadu..
18. SC/ST categories will be entitled for TA as per provisions.
19. The selection of the candidates will be on the basis of written examination for all posts except Stenographer Grade-II, Lower Division Clerk, Driver and Forest Guard.
20. After qualifying in the written examination for the post of Steno Gr-II, Lower Division Clerk, Driver and Forest Guard, candidates have to appear for the following skill/physical test:

Steno Grade-II: Stenography test minimum speed of 80 words per minute in English/Hindi.

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.

Forest Guard: Physical test.

Driver: Driving test.


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Institute of Forest Genetics & Tree Breeding
(*Indian Council of Forestry Research & Education*)
(An autonomous body of the Ministry of Environment & Forests, Govt. of India)
R.S. Puram, Coimbatore – 641002

Format of the Application Form

Affix self
attested
passport size
photograph

Application for the Post of _____

1. Advertisement No. :
2. Amount of Application Fee : RsD .D. 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 **10.02.2017**:YearsMonths..... Days
7. Nationality :
8. Whether SC/ST/OBC/PWD (Specify):
9. Sex: Male / Female :
10. Address for correspondence :
11. Mobile No. / e-mail address :
12. Aadhaar No. :
13. Educational qualification :

Exam Passed	Year	Board / School

14. Experience if any :

15. I hereby declare that the above information is correct to the best of 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:

Signature of Candidate

Date:

**APPLICATION FORM FOR GROUP 'C'
(Retired Defence Service Personnel)**

Please paste your passport size photograph (in uniform)

1. Personnel number, Rank and Name :
2. Arm/ Service :
3. Father's Name :
4. Dates of —
- (a) Birth :
- (b) Enrolment :
- (c) Retirement / Discharge :
5. Reasons for Release / Discharge :
6. Medical Category :
7. Award or Decoration :
8. Home, District and State :
9. Present Address/ Mailing Address :
10. Permanent Address :
11. Present profession employment :
12. Qualification: (Please attach attested copies of mark sheets)

Course	Year	Institution	Civil Equivalent
(a) Civil (Education)			
(b) Military (Education)			
(c) Military (Profession)			

13. *Languages known - Read/Write/Speak
- (a) Indian :
- (b) Foreign :

*Applicable where applications are not made directly.

14. * Character as assessed by Military authorities

15. Extra-curricular activities-

- (a) Sports :
- (b) Literary :
- (c) Cultural/Art :

16. Details of pay/pension/gratuity-

- (a) Last basic pay drawn :
- (b) Total emoluments :
- (c) Details of pension/gratuity :

17. Zilla Sainik Board/Employment Exchanges:

(Registration No.)

18. Job applied for

Date (.....)

Signature

Name

Address

*Countersigned

* Applicable where applications are not made directly.

PRO FORMA OF CERTIFICATE FOR EMPLOYED OFFICIALS

G.I., Dept. of Per. & Trg., O.M. No.36034/2/91-Estt.(SCT), Dated 03-04-1991

I hereby, with the information available, certify that Shri

(Name) No..... (Rank) would complete prescribed period of

appointment on(Date)

Place:

Signature

Dated:

Commanding Officer

Office Seal

**FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR
CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY**

G.I., Dept. of Per. & Trg., O.M. No.36034/2/91-Estt.(SCT), Dated 03-04-1991

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

2. I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks, etc.), by availing of the concession of reservation of vacancies admissible to Ex-servicemen.

Place:

Signature of Candidate

Date:

(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/here.
- (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.

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 Slui/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 Recoganisation Act, 1960, the Punjab Recoganisation 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 Sceond Amendment Act, 1991.

2. This certificate is issued o the basis of the Scheduled Castes/Scheduled Tribes Certificate issued to Shri/Shrimati*/Kumari* _____ father/mother of Shri/Shrimathi/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/Shrimathi/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/division _____ 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.