

भारत सरकार,

भारतीय वन सर्वेक्षण,

पो0ओ0-आई0पी0ई0, कौलागढ़ रोड,

देहरादून - 248195

दिनांक 06 अप्रैल, 2017

सेवा में

- 1- केन्द्रीय सरकार के सभी मंत्रालय/विभाग ।
- 2- देहरादून स्थित केन्द्रीय सरकार के सभी कार्यालय ।

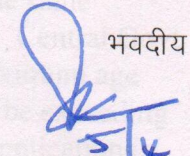
विषय:- भारतीय वन सर्वेक्षण, देहरादून में आशुलिपिक ग्रेड-1 के 01 रिक्त पद को प्रतिनियुक्ति पर भरने के संबंध में ।

महोदय,

भारतीय वन सर्वेक्षण, मुख्यालय, देहरादून में आशुलिपिक ग्रेड-1 का 01 रिक्त पद प्रतिनियुक्ति पर भरा जाना है ।

आपसे अनुरोध है कि संलग्न रिक्ति परिपत्र (vacancy circular) को अपने संस्थान के कर्मचारियों में परिचालित करने का कष्ट करें ।

भवदीय


(सुशांत शर्मा)

संलग्न: उपरोक्तानुसार

वरिष्ठ उप निदेशक (का0एवंप्र0)

Note (1) The departmental officers to the higher grade who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.

(ii) The application in duplicate in the prescribed form along with the complete and up to date Confidential Report of the officer may be sent through the Head of the Department to Director General, Forest Survey of India, P.O. I.P.E. Kaulagadh Road, Dehradun-248195 within 60 days from the date of advertisement in Employment News paper, through proper channel. While forwarding the application, it may be verified and certified that the particulars furnished by the applicant are correct and that no disciplinary case is pending or contemplated against him/her. The fitness of the officer may also be certified.

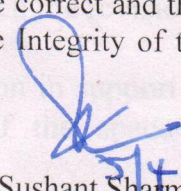
(Sushanta Sharma)
Sr. Dy. Director (P&A)

Requirements for the post of Stenographer Grade-I (Group-B) in Pre-revised Pay Band-2, Rs. 9,300-34,800+ Grade Pay Rs. 4200. Revised Level 6 of pay matrix as per 7th CPC in Forest Survey of India, P.O. IPE, Kaulagarh Road, Dehradun on deputation basis

1. Name of the Post : Stenographer Grade-I (Group-B)
2. Scale of Pay : Pre-revised PB-2 Rs. 9,300-34,800 + Grade Pay Rs. 4200/-. Revised Level 6 of pay matrix as per 7th CPC.
3. Number of Posts : One (1)
4. Method of Recruitment: By Deputation
Officials under the Central Government:
(a)(i) holding analogous posts on regular basis; or
(ii) with 3 years regular service in posts in the pre-revised scale of Rs.5000-8000 or equivalent, or
(iii) with 6 years regular service in posts in the pre-revised scale of Rs.4500-7000 or equivalent: or
(iv) with 10 years regular service in posts in the pre-revised Scale of Rs.4000-6000 or equivalent: and
(b) possessing a speed of 100 w.p.m. in Stenography (English/Hindi)
5. Period of Deputation : Period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Govt. shall ordinarily not exceed 3 years. The maximum age limit for appointment by deputation shall not be exceeding 56 years as on the closing date of receipt of applications.
6. Place of Posting : Dehradun but liable to serve anywhere in India subject to the exigencies of work.

Note: (i). The departmental officers in the feeder grade who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationist shall not be eligible for consideration for appointment by promotion.

- (ii) The application in triplicate in the prescribed proforma alongwith the complete and up to date Confidential Reports of the officer may be sent through the Head of the Department to Director General, Forest Survey of India, P.O. IPE, Kaulagarh Road, Dehradun-248195 within 60 days from the date of advertisement in Employment News paper, through proper channel. While forwarding the application, it may be verified and certified that the particulars furnished by the applicant are correct and that no disciplinary case is pending or contemplated against him/her. The integrity of the officer may also be certified.


(Sushant Sharma)
Sr.Dy. Director (P&A)

Application for the post of

BIO-DATA 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. Present post held:
5. Experience:
6. Pay Band/present pay with Grade Pay:
7. Educational qualifications:
8. Details of Employment in chronological order. Enclose a separate sheet, duly signed, if the space is insufficient.

Office/Instt./ Orgn.	Post held	From	To	Scale of pay (both pre-revised and revised) and basic pay thereon	Nature of duties

9. Nature of present employment. i.e. ad hoc or temporary or permanent
10. 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
11. Please state whether working under-
 - (a) Central Government
 - (b) State Government
 - (c) Autonomous Organizations
 - (d) Government Undertakings
 - (e) Universities
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. Additional information. if any, which you would like to mention in support of your suitability for the post.(enclose a separate sheet, if the space is insufficient)

14. Whether belong to SC/ST/OBC
15. Remarks

Signature of the candidate

Address

Telephone No.

Email Address

Certificate to be furnished by the employer/ Head of Office/ forwarding authority.

Certified that the particulars furnished byare correct.

Also certified that:

- (i) There is no vigilance case is pending/or contemplated against him/her.
- (ii) Photo copies of his/her complete ACR Dossier/ACRs for the last five years duly attested (on each page) are enclosed.
- (iii) His/ her integrity is beyond doubt.
- (iv) No major/ minor penalties imposed (strike out whichever is not applicable).

Signature.....

Name and Department

Office Seal