



वन जैव विविधता संस्थान
INSTITUTE OF FOREST BIODIVERSITY
भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद



Indian Council of Forestry Research and Education

(An autonomous body under Ministry of Environment, Forest & Climate Change, Government of India)

Dulapally, Kompally S.O., Hyderabad – 500 100

Phone: 040-66309500, Fax: 040-66309521, e-mail: director_ifb@icfre.org, website: <http://ifb.icfre.gov.in>

No.1-156/IFB/Recruitment/2022-23/1865

Dated: 24th Nov, 2022

RECRUITMENT NOTIFICATION

Applications are invited from eligible candidates in the prescribed format for the following posts by DIRECT RECRUITMENT at Institute of Forest Biodiversity (IFB), Hyderabad as per the details given below:

Sl. No.	Name of the Post	7th CPC pay Level	Total No. of Vacancies	Eligibility Qualification	Age as on 10.01.2023 (i.e last date of receipt of application)
1	Store Keeper	Level-3 (Pay Scale 21700-69100)	UR-01	12 th pass from a recognized board.	Not below 18 years or exceeding 27 years

Important Note:

Age Limit: Not below 18 years or exceeding 27 years. No age relaxation will be allowed to SC/ST/OBC candidates applying against the unreserved posts. Five years relaxation will be allowed for departmental candidates working in ICFRE HQ or at any of its Institutes/Centres.

Sd/-
Director
IFB, Hyderabad

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 appearing in the written examination. The decision of the Director, IFB on short-listing will be final and no correspondence will be entertained in this regard.
- 3) The envelope containing the application should be superscripted as "**Application for the Post of Store Keeper**". The envelope without superscription of the post applied for will not be entertained for further scrutiny.
- 4) 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. They may send an advance copy of the application by the due date, if they so desire. The forwarding authority should ensure that in the event of selection of the official, he/she should be in a position to relieve/spare the official within the time specified in the offer of appointment.
- 5) **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 Biodiversity**" payable at **Hyderabad** should be enclosed along with application. No other mode of payment of application fee is acceptable.
 - Relaxation of fees is not applicable to SC/ST/OBC candidates applying against unreserved posts.
 - Women candidates are exempted from payment of application fee.
 - No TA/DA will be admissible to the candidates for appearing in written Examination. Fees once paid by the candidates will not be refunded in any circumstances
- 6) The written examination will be held at Hyderabad. The candidates will have to make their own arrangements for travel and stay for the examination. The Director, IFB, Hyderabad shall have the authority to cancel/change any examination centre without assigning any reason thereof.
- 7) Short-listed candidates will be informed the date, time and venue for written examination separately and name of the centre will be indicated in the admit cards. It will also be hosted in the Institutes website.
- 8) 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.
- 9) The candidates are required to send **TWO additional and identical photographs separately** along with application form, with their name written in capital letters, name of the post on the reverse of the photographs.

10) Application will be liable for rejection due to reasons such as:

- Incomplete or not submitted in prescribed format.
- Unsigned/undated/without photograph (including additional photos)
- Under aged/over aged candidates.
- Not possessing the requisite educational qualification at the time of submitting applications
- Educational qualification from non-recognized institutions.
- Application received after due date.
- Application without prescribed fee.
- Any other like mutilated or damaged applications/documents, etc.
- Certified copies of testimonial not enclosed.

11) The crucial date for determining the age limit shall be the last date for receipt of applications i.e. **10.01.2023**

12) Interested/eligible candidates may submit their applications to "**The Director, Institute of Forest Biodiversity, Dulapally, Kompally S.O., Hyderabad – 500 100**" **THROUGH POST ONLY** so as to reach on or before **10.01.2023**, which would also be the crucial date for determining the age limit.

13) This institute shall not be responsible for **any postal delay** or loss during the postal transit.

14) 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.

15) No correspondence and interim enquiries will be entertained in any manner. Canvassing in any form by the applicant will disqualify his/her candidature.

16) The Director, IFB, Hyderabad 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) The candidates selected against the posts will be posted at IFB, Hyderabad or its centers. However, all posts carry liability to serve any of the Institute/Centre under ICFRE within India.

18) Legal disputes if any shall be subject to the jurisdiction of the Competent Court at Hyderabad.

Syllabus for Examination:

An objective type question paper comprising 100 multiple choice questions in total from different subject or recruitment of Storekeeper. Duration of examination will be 01 hours 30 Minutes. The details of each subject and carrying MCQ are as follows:

General Intelligence	-	25 Marks
English Language (Basic Knowledge)	-	25 Marks
Quantitative Aptitude (Basic Arithmetic skill)	-	25 Marks
General Awareness	-	25 Marks
Total No. of Questions	-	100 Marks

Note: 1. Each correct answer will carry one mark. 1/4th mark will be deducted for each incorrect/ wrong answer.

2. In case of equal marks/ tie up marks in the written examination, Govt. of India rules on the matter will be followed to finalize the merit list.

Sd/-
Director
IFB, Hyderabad



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FORMAT OF THE APPLICATION FORM

Application for the post of _____

Advertisement No. _____

1. Amount of Application Fee : Rs. _____ DD No. _____ Date: _____

Name of the Bank _____

2. Name of the Applicant (in Block Letters): _____

3. Fathers/Husband Name : _____

4. Date of Birth : _____

5. Age as on **10.01.2023** : Years _____ Months _____ Days _____

6. Nationality : _____

7. Whether SC/ST/OBC/PWD (Specify) : _____

8. Sex (Male/Female) : _____

9. Address for correspondence : _____

10. Mobile No./e-mail address : _____

11. Aadhar No. : _____

12. Educational Qualifications : _____

Exam Passed	Year	Board/University

13. Experience if any : _____

14. 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:

Date:

Signature of the Candidate

Name:

Affix self-
attested
passport size
photograph

(in the case of Govt. employees)

Certificate to be furnished by the Employer/Forwarding Authority certified that:

- i. The particulars furnished by Shri/Kum./Smt. _____ are correct.
- ii. There is no vigilance/ disciplinary case either pending or contemplated against him/her.
- iii. Integrity of the applicant is certified.

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

Department/Office with seal

Telephone No.