

क्रमांक 3-2/2017-प्रशासन - 1427

भारत सरकार,  
भारतीय वन सर्वेक्षण,  
पो0ओ0-आई0पी0ई0, कौलागढ़ रोड,  
देहरादून - 248195

दिनांक 26 अगस्त, 2021

सेवा में

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

विषय:- भारतीय वन सर्वेक्षण में आशुलिपिक ग्रेड-1 के 05 रिक्त पदों को प्रतिनियुक्ति पर भरने के संबंध में ।

महोदय,

भारतीय वन सर्वेक्षण, मुख्यालय, देहरादून व भारतीय वन सर्वेक्षण (क्षेत्रीय कार्यालयों) में आशुलिपिक ग्रेड-1 के 05 रिक्त पदों को प्रतिनियुक्ति के आधार पर भरा जाना है ।

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

संलग्न: उपरोक्तानुसार

भवदीय  
25/8  
(सुशांत शर्मा)

संयुक्त निदेशक (का0एवंप्र0)

**Requirements for the five posts of Stenographer Grade-I (Group-B) in Level-6 of Pay Matrix (Rs.35400-112400) in Forest Survey of India on deputation basis**

1. Name of the Post : Stenographer Grade-I (Group-B)
2. Scale of Pay : Level-6 of Pay Matrix (Rs.35400-112400)
3. Number of Posts : Five (05)
4. Method of Recruitment: By transfer on deputation

Officers holding the post of Stenographer under the Central Government:-

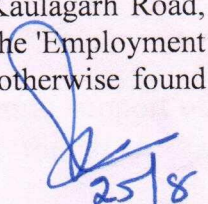
- (i) holding analogous posts on regular basis in parent cadre or department; or
- (ii) With ten years' regular service in Level-4 in Pay Matrix (Rs.25500-81100) or equivalent in the parent cadre or department

5. Period of Deputation: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in same or some other organization/department of the Central Govt. shall ordinarily not exceed three years. The maximum age limit for appointment by deputation shall be not exceeding 56 years as on the closing date of receipt of applications. The departmental officers in the feeder category who are in the direct line of promotion will not be eligible for consideration for appointment on deputation. Similarly, deputationists shall not be eligible for consideration for appointment by promotion.
6. Place and No. of vacancy:

|   |   |    |
|---|---|----|
| FSI, Hqrs. Office, Dehradun             | - | 01 |
| FSI, Regional Office (Central), Nagpur  | - | 01 |
| FSI, Regional Office (South), Bangalore | - | 01 |
| FSI, Regional Office (East), Kolkata    | - | 02 |

The selected Officer will be entitled to deputation duty allowance at the rate prescribed by Government of India as amended from time to time.

The applications in triplicate in the enclosed Proforma alongwith the complete and up to date ACR/APAR Dossiers for the last 05 years (or Photo copies duly attested by a Gazetted Officer on each page) of the eligible and willing officers, who can be spared in the event of their selection may be sent to Director General, Forest Survey of India, P.O. IPE, Kaulagarh Road, Dehradun-248195 within 60 days from the date of publication of the circular in the 'Employment News'. Application received after the last date or without the ACR/APAR or otherwise found incomplete will not be considered.

  
25/8  
(Sushant Sharma)  
Jt. Director (P&A)

**Application for the post of Stenographer Grade-I**

**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./<br>Orgn. | Post<br>held | From | To | Scale of pay (both pre-<br>revised and revised) and<br>basic pay thereon | Nature of<br>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-
  - i. The date of initial appointment
  - ii. Period of appointment on deputation/ contract
  - iii. 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. Choice of posting
- 16. 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 by .....are 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