



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.6-317/IFB/ DPR-GODAVARI /2019-20/

Dated: 13.02.2020

WALK-IN-INTERVIEW

A Walk-in-Interview will be held on 19th February, 2020 at Institute of Forest Biodiversity (IFB), Dulapally, Kompally (S.O.), Hyderabad, Telangana -500 100 for the position of Data Entry Operators (DEO's) under the Project entitled "Preparation of Detailed Project Report for rejuvenation of river Godavari through forestry Interventions". A detailed advertisement is available on **IFB Website** (<http://ifb.icfre.org> & www.icfre.org). Interested and eligible candidates are requested to attend the walk-in-interview for the following position:

Schedule of the walk-in- interview is detailed below:-

S.No	Name of the Post	No. of Positions	Education Qualifications	Emoluments (fixed) per month in Rs.	Date of Walk-in-Interview & Time
1	Date Entry Operators(DEO's)	12 No's	Intermediate(10+2) or Equivalent Qualification from Recognized Board (i) Knowledge in Computer mandatory (ii) A good knowledge in MS-Excel and Ms-Word (iii) A typing speed of 25 w.p.m is preferable	Rs.10,000/-	19.02.2020 & 10:00 am onwards



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APPLICATION FORM FOR WALK-IN-INTERVIEW

Post Applied for : -----

Affix
Passport size
self-attested
Photograph

1. Name of the applicant : _____

2. Father's/Husband's Name : _____

3. Date of birth : _____DD _____MM _____YYYY
(Attach age proof certificate)

4. Age as on 18.02.2020 : _____Years _____Month/s _____Day/s

5. Sex (✓) : M ☐ F ☐

6. Marital Status (✓) : Married ☐ Unmarried ☐

7. Whether belongs to SC / ST / OBC (✓): SC ☐ ST ☐ OBC ☐
(Attach caste proof certificate)

8. Address for communication :

Phone No. :

E- Mail :

9. Permanent address :

Phone No. :

10. Educational qualifications – SSC Onwards (Attach attested copies of mark sheet/ certificates):

Qualification	Institution	University/Board	Year of passing	Subjects	Specialization

11. Language proficiency (✓) :

Language	Read	Write	Speak
Telugu			
English			
Hindi			
Any other specify -----			

12. Proficiency in computers (✓):

MS Word	Power point	MS Excel	Web Browsing	DTP	Any other Specify below

13. Previous work experience, if any (in bullet points): (Enclose copies of Experience Certificates)

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-
-
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Declaration

I do hereby declare that the information given above is correct to the best of my knowledge and belief. If, I am found to have concealed/distorted any material information, my appointment shall be liable for termination without notice at any point of time of the project duration.

Place:

Signature of the candidate:

Date:

Full name:

General Conditions:

1. The applicants should ensure that they satisfy the eligibility criteria.
2. The applicants should report at reception counter between 9.30 am to 10.30 am on the day of Interview.
3. Candidates are advised to submit the duly filled application form in the prescribed format and submit the same along with the attested copies of all the educational qualifications, experience certificates and other relevant documents between 9.30 am to 10.30 am on the day of interview at reception counter.
4. Original certificates are also required for verification of the documents at the time of Reporting for Interview.
5. Recruitment of the posts is temporary and co-terminus with the project and does not guarantee subsequent employment in any Institutes under the Council.
6. No TA/DA will be paid for participating in the interview.
7. Canvassing in any form will lead to disqualification of the candidate.
8. Skill Test will be conducted.

(D.Jayaprasad,IFS)
Director