

ଓଡ଼ିଶା ବନ ଉନ୍ନୟନ ନିଗମ ଲିମିଟେଡ

Odisha Forest Development Corporation Limited



(Formerly Orissa Forest Development Corporation Limited)

(A Government of Odisha Undertaking)

CIN-U02005OR1962SGC000446

Regd. Off: Plot No. A/84 Kharavel Nagar, Unit-III, Bhubaneswar, Odisha, PIN-751001

Telephone:-0674-2534086, 2534269 Fax: 0674-2535934

[Website: www.odishafdc.com E-mail ID: general@odishafdc.com]

Advertisement no 12568 date 30.06.2018

ADVERTISEMENT FOR RECRUITMENT OF ASSISTANT MANAGERS (DEPUTY DIVISIONAL MANAGERS) AND JUNIOR MANAGERS (SUB-DIVISIONAL MANAGERS), 2018

The Odisha Forest Development Corporation Ltd., invites applications through direct recruitment to the following vacant posts on contractual basis through written, medical, physical endurance tests followed by personal interview/viva-voce.

Sl No.	Name of the Post	Category wise vacancy				Total no. of posts	Remuneration
		S.C.	S.T.	SEBC	U.R		
1	Assistant Manager (Deputy Divisional Manager)	4	-	3	7	14	Rs. 9300/- + Grade pay - Rs 4600/- Total - Rs. 13900/-
2	Junior Manager (Sub-Divisional Manager)	8	1	5	17	31	Rs. 9300/- + Grade pay - Rs. 4200/- Total - Rs. 13500/-

Interested candidates can download the detailed job description, qualification, experience and application form from OFDC Ltd., official website www.odishafdc.com. Last date of submission of application form is 25th July, 2018.


Managing Director

The Odisha Forest Development Corporation Ltd.
Bhubaneswar

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Eligibility Criteria for Direct Recruitment to the posts of Assistant Managers (Deputy Divisional Managers) and Junior Managers (Sub Divisional Managers), 2018

Applications are invited from intending eligible candidates for filling up following vacant posts through direct recruitment on contractual basis in the prescribed application form, details of which can be down loaded from the OFDC Website www.odishafdc.com within 25th July, 2018.

1. Details of the posts

Sl No.	Name of the Post	Category wise vacancy				Total no. of posts
		S.C.	S.T.	SEBC	U.R.	
1	Assistant Manager (Deputy Divisional Manager)	4	-	3	7	14
2	Junior Manager (Sub-Divisional Manager)	8	1	5	17	31

2. Remuneration:

- i. The selected candidates appointed on contractual basis for six years from the date of appointment as per the following:
- ii. The selected candidate appointed on contractual basis shall draw consolidated remuneration equal to initial of corresponding pay plus Grade pay. No D.A., H.R.A & Medical allowance will be paid. The remuneration during contractual period is detailed below:

Remuneration	
Asst. Manager (Deputy Divisional Manager)	Rs. 9300/- + Grade pay – Rs 4600/- Total – Rs. 13900/-
Jr. Manager (Sub-Divisional Manager)	Rs. 9300/- + Grade pay – Rs. 4200/- Total – Rs. 13500/-

- iii. Subject to satisfactory performance the remuneration shall be enhanced by ten percent on completion of each year of service.
- iv. On the date of satisfactory completion of contractual service of six years they shall be deemed to have regularly appointed. The formal letter of regular appointment shall be issued by the appointing authority.
- v. On regular appointment they shall be entitled to draw the time scale of pay plus grade pay with D.A. and other allowances' admissible in the corresponding pay band applicable for regular employees of the Corporation.

3. Reservation.

- Reservation of vacancies or posts, as the case may be for the candidates,
- i. Belonging to the Scheduled Castes and Scheduled Tribes shall be made in accordance with the provisions of the Odisha Reservation of Vacancies in Posts and services (For Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules made there under; and
 - ii. Belonging to SEBC, Women, Sports person, Ex-servicemen and Physically Handicapped Person shall be made in accordance with the provisions made

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under such Act, Rules, orders or Instructions issued in this behalf by the Government from time to time.

Eligibility Criteria

The candidates for the above post must:-

- i. Be a citizen of India.
- ii. have attained the age of twenty one years and must not above age of thirty two years by the 1st. day of January, 2018
Provided the upper age limit in respect of reserved category of candidates referred to in Rule 2 above shall be relaxed in accordance with the provisions of Act, Rules, Orders or Instructions, for the time being in force for the respective categories:
Provided further that persons who come under more than one reserve category should be eligible only for one benefit of relaxation which shall be considered more beneficial to him.
- iii. Have passed Bachelors' Degree from recognised University or Institution in India with at least one of the following subjects at the under graduate level namely Botany, Chemistry, Geology, Mathematics, Physics, Statistics, Veterinary Science and Animal Husbandry and Zoology or a Bachelor's Degree in Agriculture, Forestry or in Engineering : and
- iv. be able to read, write and speak Odia: or
Have passed Middle School Examination with Odia as a language subject: or
have passed Matriculation or equivalent examination with Odia as a language or subject or
Have passed in Odia as language subject in the final examination of Class VII or above from any school affiliated to CBSE or ICSE recognised by the State Government: or
Have passed a test in Odia language in Middle English School standard conducted by Government of School & Mass Education Department Of Odisha/ Board of Secondary Education, Odisha: or
- v. Not have more than one spouse living;
Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for doing so, exempt any person from the operation of this rule : and
- vi. Be of good mental condition, bodily healthy and free from any physical defect likely to interfere with the discharge of his/her duties in the service. A candidate, who after such medical examination as the Corporation may prescribe, is not found to satisfy these requirements shall not be appointed to the service.
- vii. Be willing to serve in forest areas as job involves frequent visit to remote and difficult terrain and inhospitable areas.

5. Physical Standard:

Candidates who qualify the written examination / test and conform to following physical standard will undergo physical endurance test as mentioned below in clause i to iii to be considered for further interview.

- i. A male candidate shall not be less than 163 c.m. in height and shall have chest measurement of at least 84 cm expandable to at least 89 cm.
- ii. A female candidate shall not be less than 150 cm in height and shall have chest measurement of at least 79 cm expandable to at least 84 cm
- iii. The candidates must pass the following physical endurance test of walking :-
 - (a) Male: 25 kms in four hours
 - (b) Female: 16 kms in four hours.

- Note:**
- a. For the purpose of this test, necessary arrangement shall be made by the Corporation .The Corporation may take the assistance of officers of the Forest Department in conducting the test. The Corporation shall determine the number of successful candidates required to undergo physical test depending upon the number of vacancies.
 - b. Failure of candidates to fulfil any of the provisions of the test shall disqualify him / her for the purpose of appointment.
 - c. The Corporation shall not be responsible for any injury during the test.

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6. Holding of Examination:

- I. The competitive examination shall be held for selection of candidates for direct recruitment to the service as per syllabus prescribes for the purpose in the following manner.
 - a. The written test will comprise both objective type aptitude test and English comprehension test of 250 marks. Personal Interview will be held of 50 marks.
 - b. The test will be of the level of graduation standard.
 - c. The total marks for competitive examination will be 300.
 - d. Distribution of marks for different type of examination is given below.

Subjects	Marks.
A. General English	50
General Knowledge	50
Quantitative aptitude	50
Logical reasoning	50
English comprehension	50
B. Personal interview/Viva Voce	50

TOTAL 300

- II. There will be separate competitive examination for appointment to the posts of Assistant Manager (Deputy Divisional Managers) and Junior Managers (Sub Divisional Managers).
- III. The date and place of examinations shall be notified by the Corporation through email / post/ official web site of OFDC Ltd.

7. Receipt of Application:

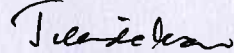
Applications shall be received by registered/speed post only. Application along with requisite testimonials/documents in an envelope size 23X10 CM super scribing "**Application for the post of Asst. Manager**" or "**Jr. Manager**" separately must reach on or before 5.00 PM of 25.07.2018. The application should be addressed to the Managing Director, Odisha Forest Development Corporation Ltd., Plot No. A/84, Kharvelanagar, Unit-III, Bhubaneswar - 751001, Odisha. Applications received beyond the stipulated date and application found incomplete shall be rejected. OFDC shall not be answerable for any delay in delivery of letter by the Postal department. In case of candidates serving in Government or other organisation shall have to submit their application through their employer and same shall have to be received within the stipulated date.

8. Selection Procedure

- i. Selection for the post of Asst. Manager and Jr. Manager shall be made on the basis of written test, physical endurance and personal interview. There will be no marking for physical endurance test. The date, time and venue of such tests shall be intimated in due course to the eligible applicant
 - ii. The written test would be conducted at the schedule venue, date and time which would be intimated through admit card.
 - iii. The interview will be conducted by a selection panel who would assess the suitability of the candidate for the job as well as his overall personality and attitude towards work. The selection would be on the basis of written test and performance in interview.
- 9.** The application must be submitted along with a Bank draft of Rs.1000/- (Rupees one thousand) only drawn in favour of the Managing Director, OFDC Ltd. And payable on any Nationalised Bank at Bhubaneswar. This amount is not refundable.
- 10.** The candidate must have registered his name in the local employment exchange in the state.
- 11.** Canvassing or unfair means adopted in any form will make the candidate ineligible for selection.
- 12.** Candidate selected on the basis of selection list will be called for subsequent selection process.
- 13.** No queries on the matter will be entertained.

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14. Candidates selected for different tests and finally selected will be intimated by e-mail/post/notice board. Their names will also be notified in the web site of OFDC www.odishafdc.com.
15. The selected candidates will be required to join within 15 days of issuance of appointment letter. Request for extension of joining time will not be ordinarily entertained.
16. **Training in Diploma Course in Forestry:**
- i. Final selected candidates shall be required to undergo training in a recognised Forest College to obtain the Diploma in Forestry for a designated duration. Cost of training will be borne by the Corporation which includes Equipment Allowances, tuition fee and tour expenses. Expenses for Bedding, clothing, caution money and other deposit like mess advance will be borne by the candidates nominated for the training.
 - ii. During the training, selected candidates shall be granted a stipend as may be fixed by the Corporation from time to time or paid salary if they join training after being in service as in-service trainee.
 - iii. They shall be entitled to draw actual travel expenses for their journey to and from the place of training as per the eligibility or as fixed by the Corporation.
 - iv. Every candidate selected shall be required to sign an agreement and to furnish a surety bond to effect that he/she will work diligently while at the Forest training College and shall serve the Corporation for not less than five years after passing out of the forest training College, failing which he shall be liable to refund all the money in one instalment expended by the Corporation for his training in the said College.
 - v. Only successful completion of training in the Forest College & probation, the candidates shall be considered for future regularisation to the service.
17. **Probation:**
The appointment to the Corporation shall be subject to successful completion of probation for a minimum period of 2 (two) years from the date of joining which may be extended or curtailed on individual basis by the Appointing authority. During the period of probation, an employee is liable to be discharged from service without notice or without assigning any reason, at the sole discretion of the Appointing Authority.
18. **Execution of Bond.**
The appointment shall be subject to execution of a bond of Rs. 6.00 lakhs in case of Asst. Manager (Deputy Divisional Manager) and Rs. 5.00 lakhs in case of Jr. Manager (Sub-Divisional Manager) for a minimum period of Five years.
19. **Other Conditions:**
- i. All appointment in the Corporation will be subject to the selected candidates being found medically fit by the Corporation's approved Medical Professional/CMO of public Sector Hospital/or from a Government Doctor not below the rank of chief Medical Officer. In the event, on medical examination, the candidate is found medically unfit, the offer shall stand automatically cancelled.
 - ii. Notwithstanding any of the above, the Corporation reserves the right to change, delete, amend, modify any of the above conditions and the decision of the Corporation is final and binding on the candidate applying for appointment to the post.
20. No T.A. & D.A. will be payable by Corporation for attending written test or personal interview or physical endurance test.


Managing Director

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APPLICATION FORM FOR THE POST OF ASST. MANAGER OR JR. MANAGER

(Strike off which is not applicable)

(Separate application to be submitted for different posts)

Post applied for

Recent
Passport
Size
photograph

1. Name of the candidate
(in Block letter)
2. Father's /Husband'
Name.....
3. Date of birth (As recorded in the Class 10th certificate/Birth
Certificate).....
4. Present Address/Postal Address:

Village/Town/House No./Colony/Lane etc.	
Post Office	
Police Station	
District	
PIN	
Mobile No.	
Email (Mandatory)	

5. Permanent Address

Village/Town	
Post Office	
Police Station	
District	
PIN	

6. Nationality..... State of Domicile.....
7. Category whether SC/ST/SEBC/Unreserved (Mandatory)
8. Gender.....(Male/Female)
9. Marital Status (Married/Unmarried)
10. Age as on 01.01.2018:

11. Name of the Employment Exchange:

Where the candidate has registered

his/ her name (With Regd. No. & Validity Date.

12. Language Known:

i. Spoken

ii. writing

iii. Mother tongue

13. Educational Qualification (Starting from H.S.C. or equivalent)

Name of Degree/ Diploma	Year of Passing	Name of Institution/ Board/ College/ University	Marks secured	Total Marks	Percentage (%)	Division/Classes	Subject taken

14. Details of Experience/Previous Employment, if any

Name of the posts	Institution/Officer where employed	Permanent/ temporary	Duration		Basic pay last drawn and total pay
			From	To	

15. Details of Bank draft:

Name of the Bank	Bank draft No. & Date	Amount

Declaration:

I hereby declare that all the information given in this application are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false, my candidature will be liable for rejection.

SIGNATURE OF THE APPLICANT

Date:- _____

Place:- _____

- Note:** i) Your Admit Card and other correspondences will be sent through e-mail.
ii) No column in the application should be left blank.
iii) Incomplete application shall be summarily rejected.