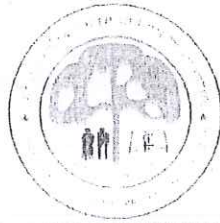


Dr. Rajeev Kumar Tiwari, IFS  
Secretary ICFRE



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**INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION**

(An Autonomous Body of the Ministry of Environment, Forests and Climate Change, Govt. of India)  
P.O. New Forest, Dehradun - 248 006 (Uttarakhand)

No.32-12/2014-ICFRE

Dated 27 December, 2018

To

1. The Secretary to the Govt. of India, MoEF, New Delhi
2. All Secretary to the all State Government Forest Departments
3. The Comptroller and Auditor General of India, 10 Bahadur Shah Zafar Marg, New Delhi
4. Director General, ICAR/CSIR, New Delhi
5. All Directors of ICFRE Institutes/Centres
6. All DDGs, ICFRE
7. Director General, FSI, Dehradun
8. Director, IFM, Bhopal, IGNFA/DFE, Dehradun, Wildlife Institute of India, Dehradun/ G.B. Pant Institute of Himalayan Ecology, Almora/ Indian Institute of Remote Sensing, Dehradun/ Surveyor General of India, Survey of India, Dehradun/ ZSI, Dehradun/BSI, Kolkata
9. All Vice Chancellors of Agricultural Universities
10. The Controller General of Defence Accounts, West Block-V, R.K. Puram, New Delhi
11. The Controller General of Accounts, Govt. of India, Ministry of Finance Department of Expenditure, 7<sup>th</sup> Floor, Lok Nayak Bhawan, Delhi
12. The Principal Accountant General (Audit) of State/ UTs Govt., Khan Market, New Delhi
13. The Principal Controller of Defence Accounts (Air Force), 107 Rajpur Road, Dehradun.
14. The President, Institute of Chartered Accountant of India, ICAI Bhawan, Post Box No.7100, Indraprastha Marg, New Delhi - 110002.

**Sub:- Filling up of one post of Financial Advisor, ICFRE Hqrs., Dehradun – inviting applications therefore – regarding**

Sir,

Please find enclosed a copy of circular for appointment on deputation including short terms contract basis to the post of Financial Advisor, ICFRE Hqrs., Dehradun for circulation amongst officers working in your organization.

It is requested that the applications of eligible candidates, who are willing to join this organization on deputation and fulfilling prescribed eligibility criteria of the post, may kindly be forwarded along with their bio-data, attested photo copies of ACRs for the last five years (2013-14 to 2017-18) and vigilance clearance report to the Secretary, Indian Council of Forestry Research and Education, Dehra Dun by 28.02.2019.

Yours faithfully,

Encl : As above.

  
( Rajeev Kumar Tiwari )  
Secretary, ICFRE

Copy to:

In-charge, IT Division, ICFRE. Please arrange to upload the enclosed circular on ICFRE website under intimation to this office at the earliest.

# INDIAN COUNCIL OF FORESTRY RESEARCH AND EDUCATION (ICFRE), DEHRADUN

## Advertisement No.32-12/2018-ICFRE- Financial Advisor

Indian Council of Forestry Research and Education (ICFRE), an autonomous body of the Ministry of Environment and Forests, Govt. of India, invites application from amongst the eligible officers under Central Government/ State Government/ Public Sector undertakings/ Autonomous bodies/ Statutory organizations for filling up **one** post of Financial Advisor on deputation basis including short term contract basis at ICFRE Hqrs., Dehradun in the Pay Scale at Level 13 of Pay Matrix plus usual allowances as admissible under rules in ICFRE.

**Eligibility :** An Indian Audit and Accounts service officer having 13 years experience with respect to year of allotment OR an officer of sub-ordinate accounts service under Government of India having 16 years experience, including at least 10 years in the Pay Band-3: Rs.15,600-39,100/- + G.P. Rs.6,600/-p.m. (pre-revised).

### (B) Tenure:-

The tenure shall ordinarily be 3 years or till superannuation, whichever is earlier. The tenure is, however, liable to be terminable at an earlier date or extendable at the discretion of appointing authority/cadre controlling authority.

### (C) General Instructions:

1. Applications with complete bio-data together with a fee of Rs.500/-(Rupees Five hundred only) in the form of Demand Draft drawn in favour of **the Accounts Officer, ICFRE** should reach the office of the Secretary, Indian Council of Forestry Research and Education, P.O. New Forest, Dehradun on or before **28.02.2019**.
2. The closing date of receipt of applications from candidates residing in Andaman & Nicobar Island and Lakshadweep will be **15.03.2019**.
3. Application and the envelope should be superscripted as "Application for the post of Financial Advisor" against circular No.32-12/2018-ICFRE Financial Advisor". Applications incomplete in any respect shall be summarily rejected.
4. In no case the Council will be responsible for non-receipt of application or any delay in receipt thereof on any account whatsoever. No application received after the stipulated last date will be entertained under any circumstances and all the late applications will be summarily rejected.
5. The candidate must submit their application through proper channel. The concerned department/organization should enclose vigilance clearance report and Annual Confidential Reports of the officer for the last five years (2013-14 to 2017-18) while forwarding the applications of the candidates. However, an advance copy can be submitted along with the prescribed fee.
6. The Council reserves the right to relax the qualifications/experience in case of exceptionally qualified and meritorious candidates.
7. The Council reserves the right not to fill up the vacancy advertised if the circumstances so warrant in the interest of the Council.



Secretary, ICFRE

## PROFORMA FOR APPLICATION FOR THE POST OF FINANCIAL ADVISOR

1. Name (in block letters)  
Last Name:  
First Name:  
Middle Name:
2. Date of appointment & post currently held with pay scale:  
and present (i) Basic Pay: (ii) Grade Pay :
3. Date of Birth (in Christian era):  
Age as on 28.02.2019: Year  Month  Day
4. Nationality:
5. Father's Name/Husband's Name:
6. Address for correspondence:  
(in block letters with Pin Code)
7. Contact No.: .....E-mail ID:
8. Category (General/SC/ST/OBC/PH):
9. Educational Qualifications:

Exam Passed	Name of the Board/University	Year of passing	Subject	Division	Percentage of Marks obtained

10. Details of past service (Chronologically from present position backwards):

Name of employer	Full address of employer	Post held (with pay scale)	Period		Nature of duties
			From	To	

11. Experience:
  - a) Total experience with respect of year of allotment, if belongs to An Indian Audit and Accounts service:
  - b) Total experience if an officer of sub-ordinate Accounts service under GOI and since when drawing pay in PB-3: Rs.15,600-39,100 plus GP Rs.6,600/- (pre-revised):
  - c) Total experience in Audit and Accounts and budget in Government/Semi Government/Autonomous Organization/Public Sector Undertaking/Government Bank or Insurance Company if belongs to Fellow of Institute of Cost/Chartered Accountant of India or equivalent degree:
12. Date of return from last deputation:
13. Date of retirement under the rules of the Central/State Government/Organization:
14. Any other information:
15. Bank Drat No. with date and amount:

Place:  
Date:

( Signature of the candidate)