



**OFFICE OF THE DIVISIONAL FOREST OFFICER,
SUNDARGARH FOREST DIVISION**

ବନଖଣ୍ଡ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ, ସୁନ୍ଦରଗଡ଼ ବନଖଣ୍ଡ

Phone No-06622-272243, E-Mail- dfo.sundargarh@odisha.gov.in



Letter No. 1014 /1F(Acct.) /Dated. 07/02/2024.

To

**The Deputy Director,
Information and Public Relation Department (Adv.) &
Deputy Secretary to Govt. of Odisha Bhubaneswar,
e-mail-ipr.advt@gmail.com**

Sub: - Publication of Notice for Retired Forest & Engineering Personal for engagement through Service Provider in OMBADC Cell for Sundargarh Forest Division-regd.

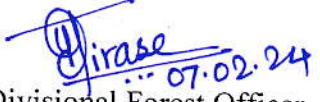
Sir,

Enclosed, please find herewith the details of advertisement for engagement of Retired Forest (Retired Forest Ranger/ Retired ACF) & Retired Engineering Personal (Retd. A.E. / Retd. A.E.E.) for engagement through Service Provider in OMBADC Cell for Sundargarh Forest Division (in both hard & soft copy). The application form along with details Role and Responsibilities shall be available on the website www.sundargarh.nic.in/ www.odishaforest.in from **dt.10.02.2024** onwards.

Therefore, in enclosing herewith an abridged Notice of Sundargarh Forest Division in English, I would request you to kindly publish the same in two leading Odia daily and One English Daily Newspapers of the State by **dt.09.02.2024** positively and send a complimentary copy of the same to this office for record and reference.

Yours faithfully,

Encl: As above


Divisional Forest Officer
Sundargarh Forest Division

Memo No. 1015 /1F(Acct.) /Dated. 07/02/2024.

Copy along with its enclosures submitted to the Additional Principal Chief Conservator of Forests, (IT & GIS), O/o the Principal Chief Conservator of Forests & HoFF, Odisha, Bhubaneswar for favour of kind information and necessary action. He is requested to upload the notice in the website of the Principal Chief Conservator of Forests & HoFF, Odisha, Bhubaneswar.


Divisional Forest Officer
Sundargarh Forest Division

P.T.O

WALK-IN INTERVIEW NOTICE

Divisional Forest Officer, Sundargarh Forest Division, invites Applications from interested retired personnel for re- engagement of Retired Forest & Engineering Personnel for engagement through Service Provider in OMBADC Cell for Sundargarh Forest Division. The Walk-in-interview is scheduled to be held on **dt.16.02.2024 at 11:00 AM** in the Conference hall of Sundargarh Forest Division. The application form along with detailed role and responsibilities shall be available on the website www.sundargarh.nic.in/ www.odishaforest.in from **dt.09.02.2024 to 14.02.2024**.

Candidates interested in interested retired personal for re- engagement of Retired Forest & Engineering Personal for engagement through Service Provider in OMBADC Cell for Sundargarh Forest Division may avail the opportunity through walk-in interview to be conducted at Divisional Forest Office, Sundargarh. Engagement for this post is purely contractual and temporary and the engagement can be terminated at any time in case of unsatisfactory Performance/non-availability of funds or any other reasons. Initial engagement will be for 12 months.

Roles and Responsibilities of Retired Forest Personnel:

1. The retired forest personnel should have ample knowledge regarding plantation activities and nurseries.
2. The retired forest personnel should have ample knowledge regarding execution of SMC measures.
3. To make daily surveillance and monitoring of OMBADC Works.
4. To prepare plan for the execution of OMBADC works.
5. To make proper documentation of the completed OMBADC Works.
6. To perform different Departmental activities as per the need of the situation.
7. To assist the departmental staff in monitoring Range level OMBADC Works and build their capacity on aspects of plantation, nurseries and SMC measures through regular training programme in consultation with the DFO.

Roles and Responsibilities of Retired Engineering Personnel:

1. The retired Engineering personnel should have ample knowledge regarding technical and feasibility studies including site investigations.
2. The retired Engineering personnel should have technical knowledge regarding using computer software for developing detailed designs and estimates of SMC measures and other building works.
3. To make daily surveillance and monitoring of OMBADC Works.
4. To make sure the project complies with legal requirement, schedule of rates etc.
5. To assess the sustainability and environmental impact of projects.
6. To ensure projects runs smoothly and structures are completed within budget and on time.

7. To prepare plan for the execution of OMBADC works.
8. To make proper documentation of the completed OMBADC Works.
9. To perform different Departmental activities as per the need of the situation.
10. To assist the departmental staff in monitoring Range level OMBADC Works and build their capacity on aspects of constructional activities through regular training programme in consultation with the DFO.

Job Description and Details:

The essential Job Description, remuneration and no. of post is specified below.

1. It is a resident post. The Selected Personnel has to stay at Sundargarh.
2. The Personnel has to take care of assignments as assigned by DFO, Sundargarh and as per the exigencies under Rourkela Circle.

Sl.No.	Job Description	Name and number of Posts	Consolidated Monthly Remuneration	Remarks
1	Retired Forest Personnel	Retired Forest Personnel-01	Rs.35,000/- vide Govt. Notification No.FIN-CS3-PEN-0001-2018/24533/F dt.20.09.2022, Govt of Odisha, Finance Department	Retd. Forest Ranger/ Retd. ACF
2	Retired Engineering Personnel	Retired Engineering Personnel-01	Rs.35,000/- vide Govt. Notification No.FIN-CS3-PEN-0001-2018/24533/F dt.20.09.2022, Govt of Odisha, Finance Department	Retd. A.E / Retd. A.E.E.

Monitoring and Supervision:

1. Regular concurrent monitoring and supervision of the will be done by DFO with assistance and active role of ACF.
2. Work done certificate has to be submitted at the end of every month by the personnel of the OMBADC Cell, which has to be verified by the ACF and passed by the DFO before processing of remuneration and associated bills of expenditure if any.

Retired Personnel are requested to send their resumes and certified copies of the educational qualifications, Experience certificate, Email ID, Mobile No. and Expression of Interest (EOI) to work at Sundargarh (Sundargarh Forest Division and Rourkela Circle as per the exigencies) to the mail id of the DFO, Sundargarh Forest Division. Authority reserves the right to cancel the Engagement without assigning any reason thereof. **The candidates need to send all these documents to the office of the undersigned by e-mail id/By Registered Post/Speed Post/By courier on or before 05:00 pm of 15.02.2024.**

Email-id: dfo.Sundargarh@odisha.gov.in, Post/Courier: Divisional Forest Officer, Office of the Divisional Forest Officer, Sundargarh Forest Division, Pin-770001.


 Divisional Forest Officer
 Sundargarh Forest Division

APPLICATION FORM

			Attach a Self Attested Photograph (3cmx4cm)	
1. First Name:		Last Name:		
2. Date of Birth: (Certificate of proof to be attached)			3. Sex:	
4. Present Contact Address:		5. Permanent Telephone No: (STD code)		
6. Permanent Contact Address:		7. Present Telephone No: (STD code)		
8. Email Address:		9. Mobile No:		
10. Employment Record :				
Sl. No.	Name of Department	Designation	Period of Service	
			From	To
Date of Retirement & Enclose the last increment order:				
Total Years of Experience & Experience in Details:				

Declaration:

I hereby declare that, the above statement made in my application form are true, complete & correct to the best of my knowledge & belief. In the event any information being found false or incorrect at any stage my service are liable to the terminated without notice.

Place:

Signature of the Applicant

Date: