



सत्यमेव जयते

Government of Maharashtra

**Chandrapur Forest Academy of
Administration, Development & Management, Chandrapur
Mul Road, Chandrapur – 442401 (MS)**



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No. Desk-6/Steno/CFA/2023-24/6157

Date: 07-03-2024

**ADVERTISEMENT REGARDING EMPANELMENT OF PERSONNEL FOR HIRING SERVICES ON
CONTRACTUAL BASIS BY THE CHANDRAPUR FOREST ACADEMY, CHANDRAPUR**

Chandrapur Forest Academy of Administration, Development and Management, Chandrapur has been constituted vide Maharashtra State Government Resolution bearing No. Est-2014/Sr.No. 64/Part-2/F9/Mantralaya Mumbai Dt. 04-12-2014. 'Chandrapur Forest Academy' is registered under Society Act-1860& Bombay Public Trust Act-1950.

Sr. No.	Details of the Service/position	No. of Positions	Qualification & Minimum Experience	Work Profiles	Honorarium to be paid per month
1	2	3	4	5	6
1.	Course Director & Subject Matter Expert	04 (Two for retired forest officers, Two for others.)	<ul style="list-style-type: none"> - Out of 4 positions two for retired forest officers who retired in the rank of ACF and above can also apply - Other two are for Candidates who are required to hold a minimum of a Master's degree (or higher) in the fields of Wildlife Management/Forestry /Environmental Science. - Retired forest officers shall have work experience in different wings of Forest Department and persons having prior experience as faculty/course director/in management of Forest Training Institutes will be given preference. - All applicants should be able to teach forestry related subjects & conduct a course as course director. Applicants should possess 2-3 years of experience, encompassing research, fieldwork and teaching, in disciplines including wildlife management, production forestry, forest law, or environmental science. - Teaching / Training experience is necessary. Preference will be given to candidates with practical knowledge in field-related activities, such as conducting wildlife surveys or formulating forest management plans. - Applicants should be upto 55 years of age. (This age limit will not apply to retired forest officers) - Fluency in reading, writing and spoken English and Marathi is essential. 	The role of course director involves delivering training in wildlife management, production forestry, forest law, environmental science and other subjects pertaining to scientific forestry management. Additionally, the selected candidates will also to undertake assignments given by the Director of Chandrapur Forest Academy as needed.	Rs. 40,000/- (for general category and for retired forest officials as per the Govt of Maharashtra's rules and GRs)

2.	PTI & Drill Instructor	02	<ul style="list-style-type: none"> - Bachelors/Masters Degree in physical education. - Prior work experience regarding drill and march past conduction & training. 	Candidates should be able to conduct morning P.T., team sports like Volleyball, Basketball, Cricket, Football etc. and drill with march past for uniformed trainees.	Rs. 20,000/- (Lump sum)
3.	Remote Sensing & GIS Trainer	01	<ul style="list-style-type: none"> - Graduation in any stream, GIS Diploma/Degree - Minimum 3 years experience in GIS operations. - Training experience preferred. 	Prior experience in teaching and handling GIS lab. Should be able to train candidates in the subject & execute projects related to the subject in case of consultancies by the academy.	Rs. 40,000/- (Lump sum)
4.	Computer Lab Trainer	01	<ul style="list-style-type: none"> - Degree/Post Graduation in Computer Sciences or Engineering. - People with previous experience of lab handling & lab maintenance will preferred. 	Should be able to teach MS-Office & relevant software.	Rs. 40,000/- (Lump sum)

Terms & Conditions: -

- All the rights regarding the appointment are vested with the selection committee of the Chandrapur Forest Academy. Decision of the committee, Chandrapur Forest Academy is final and binding.
- Legal agreement between the Chandrapur Forest Academy and the selected candidate will be executed on the successful selection.
- Recruitment whether part time or full time is purely temporary in nature and contractual in nature
- Empanelment will be valid for next Two years starting from date of formation of the panel in each category which will be extended later based on the requirement of the services and based on the work output of the person selected.

How to Apply: - Filled application form with the true copies of testimonials to be submitted to the office of Director, Chandrapur Forest Academy of Administration, Development and Management at Chandrapur **on or before 18 : 15 Hrs, 18-03-2024** or can be mailed chandrama.cfa@gmail.com.

Selection Procedure: - Candidates shall access https://drive.google.com/drive/folders/1D-tU7EzTXBgBQ_IHdVmghFt7vm0rMEcL?usp=drive_link for the selection criteria & submit the duly filled application form. After the scrutiny of the applications, eligible candidates may be called for interview and skill test if necessary. Eligible candidates will be intimated over phone/E-Mail regarding the selection. Original certificates will be verified and returned back if called for appointment. For more details access https://drive.google.com/drive/folders/1D-tU7EzTXBgBQ_IHdVmghFt7vm0rMEcL?usp=drive_link for any queries, contact Smt. Manisha Bhinge, Additional Director (Contact No. 9503278002) Chandrapur Forest Academy, Chandrapur.


 Director
 Chandrapur Forest Academy of
 Administration, Development &
 Management, Chandrapur

Application Form

Name of post for which application is made _____

Paste latest
Passport size
photograph

(Note: - To be filled in CAPITAL LETTERS)

1. Full Name of the Applicant: - _____
[As per 10th Marksheet]

2. Date of Birth: -

D	D	M	M	Y	Y	Y	Y

3. Gender: - Female/Male/Transgender

4. Mobile No. _____

5. Email I.D: - _____

6. Address for Communication: - _____

7. Educational Qualification: -

Sr. No.	Examination Passed	Subject	Name of Board/University	Year of passed	Total Marks	Marks obtained

8. Curriculum Vitae: Enclose the C.V. It shall not exceed 2 pages. Access https://drive.google.com/drive/folders/1D-tU7EzTXBgBQ_IHdVmghFt7vm0rMEcl?usp=drive_link for more details.

9. Enclose the true copies/self-attested of following certificates/documents, related to the criteria mentioned.

Declaration

I _____, do hereby declare that the information given above is true to the best of any knowledge and belief. I do hereby agree for any legal action if the above information provided by me is found wrong/false.

I _____, do hereby agree and accept the terms and conditions, selection criteria published along with the advertisement.

Place:

Date:

Signature of Applicant

**Selection Criteria for hiring the services on contractual basis by
Chandrapur Forest Academy**

1. The selection will be done through the selection committee of the Chandrapur Forest Academy.
2. Tentative Schedule for the selection process.

Sr. No.	Process	Final Date	Venue
1.	Advertisement	11-03-2024	---
2.	Submission of filled Application form, Curriculum Vitae and True Copies/Self Attested Certificates and Documents in person or over-email. (Only for Course Director & Subject Matter Experts recruitment)	18-03-2024	Chandrapur

3. Application along with CV shall be scrutinized by the Selection Committee or the Officer(s) authorized by the Selection Committee. True Copies (Self attested) of Documents/Certificates needed for Scrutiny to check the minimum qualifications respective to particular post.

Note*: Hard copies of True copies (Self-attested) certificates as necessary are compulsory. Candidature will be rejected if the candidate failed to submit the true copies (self-attested) of the certificates along with filled application on or before 18 :15 hrs on 18-03-2024 to the O/o. Director, Chandrapur Forest Academy of Administration, Development and Management, Mul Road, Chandrapur – 442401 physically or sent over e-mail id. Candidates submitting incomplete application forms will be rejected and will not be called for further process of selection.

4. After scrutiny, only eligible candidate(s) may be called for an interview and skill test if needed Eligible candidate(s) will be intimated through Phone/ E-Mail. Original certificates and documents shall be scrutinized by the selection committee or officer(s) appointed by the selection committee a day before the Interview. Original certificates will be verified and returned back on the same day. Candidates may be asked to produce the original certificates to any of the members of the selection committee during the selection process. Interview and skill test will be conducted at Chandrapur by the selection committee.
5. Merit list of the Panel of candidates with maximum ten candidates shall be finalized based on the aggregates obtained.
6. Decision of the selection committee is final and binding.
7. Selected candidates will be intimated as & when their services are required along with the emoluments. They should sign a legal agreement to that effect within 7 days of such intimation failing which the selection will lapse.
8. In case of lapse of the first merit candidate, the next candidate in the list will be directly given opportunity and legal agreement and original certificates will be submitted by the concerned within 7 days of time from the date of E-Mail/Phone call failing which the selection will lapse.

9. In case of lapse of the second merit candidate, the next candidate in the list will be directly given opportunity and legal agreement and original certificates will be submitted by the third merit candidate within 7 days of time failing which the selection will lapse and the process will continue this till last member of the panel subsequently.
 10. No Travel Allowance or lodging/boarding facilities shall be provided by Chandrapur Forest Academy for the interview and skill test purpose if conducted.
 11. Original certificates of the candidates shall be kept with Chandrapur Forest Academy during the contract period.
 12. 2 months prior notice shall be given to the Chandrapur Forest Academy in case of resignation.
 13. There will be no over-time allowances and HRA etc. Candidates shall not claim for job/privileges under the state government or the society based on this selection.
- All the precautions to prevent Covid-19 as per the guidelines of central and state governments shall be followed by the candidates without fail.


Director
Chandrapur Forest Academy of
Administration, Development &
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Chandrapur Forest Academy of Administration, Development and Management, Chandrapur plans to hire services of various experts including Course Director & Subject Matter Expert, PTI & Drill Instructor, Remote Sensing & GIS Trainer, Computer Lab Trainer etc. For training purpose on contractual basis. Please click https://drive.google.com/drive/folders/1D-tU7EzTXBgBQ_IHdVmghFt7vm0rMEcL?usp=drive_link for more information regarding empanelment procedure, application form & detail criteria's for the same.

**Director
Chandrapur Forest Academy of
Administration, Development &
Management, Chandrapur**