



**OFFICE OF THE DIVISIONAL FOREST OFFICER: ANGUL FOREST DIVISION**

AT / PO / DIST: - Angul, Pin-759122, Phone- 06764-230322(O), Email – [dfoangul@gmail.com](mailto:dfoangul@gmail.com)

**ADVERTISEMENT**

No. 13 / 2023-24/DFO ANG/1F  
Dated, Angul the 15th March – 2024

**INVITATION OF APPLICATION FOR ENGAGEMENT OF “GIS EXPERT, DEO, DRIVER AND FACILITY ASSISTANT” IN THE VARIOUS FACILITIES OF THE ANGUL FOREST DIVISION**

Applications are invited offline by the Office of the undersigned for engagement of “GIS Expert, DEO, DRIVER and Facility Assistant” in various facilities of the Angul Forest Division from eligible Indian citizens. Candidates having educational qualifications as given in Annexure-I from any recognized institution, native to Odisha state (Preferably Angul district), and between the ages of 18 years to 40 years can apply for the engagement through submission of a resume along with their self-attested copy of an Aadhaar Card or any other identity proof like Driving License, Voter ID, BPL Card, etc. Eligible candidate may submit their Resume in the Drop Box in the office of the undersigned provided for the purpose between 15.03.2024 and 27.03.2024 or send them through speed post/courier service to reach the undersigned on or before 27.03.2024. The details of the advisement can be accessed from the District Web Portal [www.angul.nic.in](http://www.angul.nic.in)

  
Divisional Forest Officer  
Angul Forest Division

Memo No. 2259 /1F, Dtd. 15.03.2024

Copy forwarded to the Officer-in-Charge, NIC, Angul for the favor of his kind information and necessary action. He is requested to publish the advertisement in the District Web Portal [www.angul.nic.in](http://www.angul.nic.in) for the wide publicity of the advertisement.

  
Divisional Forest Officer  
Angul Forest Division

Memo No. 2560 /1F, Dtd. 15.03.2024

Copy forwarded to all Range Officers, Angul Forest Division / All BDOs, Angul for their information and necessary action. They are requested to place the advertisement in their office notice board for awareness of the candidate from their Range & Block jurisdictions.

  
Divisional Forest Officer  
Angul Forest Division

**DETAILS ABOUT THE ENGAGEMENT**

01. **Details of Post to be filled:** - The selected candidates will be engaged at various facilities of different ranges across the Angul district. Further details of the posts are given below: -

S.No.	Post	Vacancy (Tentative)	Qualification & Competencies	Monthly Remuneration (Approx in Rs)	Mode of Selection
1	GIS Expert	2	<p><b>Educational Qualification:</b> - He/ she shall have a minimum qualification bachelor's degree in Science, GIS &amp; remote sensing or its equivalent</p> <p><b>Experience:</b> - He/ she shall have a minimum experience of 2 years of experience in the development of Geospatial maps based on GPS Coordinates, Map design and related Applications will be given preference.</p>	30000	Walk-In-Interview
2	DEO	6	<p><b>Educational Qualification:</b> - He/ she shall have a minimum qualification of Graduation with a Diploma in Computer Application and experience in the use of Computers with proficiency in working with MS Office.</p> <p><b>Experience:</b> - He/ she shall have a minimum experience of 3 years of working with Corporations/ Co-operatives/ Societies/Externally Aided Projects/ Government Agency. Experience of working with Government agencies will be given preference.</p>	18000	Written test, Letter Drafting test, Computer Typing test, and a Viva Voce

3	Driver	2	<p><b>Educational Qualification: -</b> He/ she must have passed the 12<sup>th</sup> standard in any stream from a recognized institution of the Government of Odisha or India.</p> <p><b>Experience: -</b> He/ she shall have a minimum experience of 5 years of working with Corporations/ Co-operatives/ Societies/Externally Aided Projects/ Government Agency. Experience of working with Government agencies will be given preference.</p>	15000	Walk-In-Interview
4	Facility Assistant	20	<p><b>Educational Qualification: -</b> He/ she must have passed the 12<sup>th</sup> standard in any stream from a recognized institution of the Government of Odisha or India.</p> <p><b>Experience: -</b> He/ she shall have a minimum experience of 3 years of working with Corporations/ Co-operatives/ Societies/Externally Aided Projects/ Government Agency. Experience of working with Government agencies will be given preference.</p>	12000	Written test followed by a Viva Voce

**02. Eligibility criteria**

- a) Age: - The Minimum and Maximum age for engagement are 18 Years and 40 years respectively as of 15.03.2024. Date of birth as recorded in the HSC Certificate issued by the BSE, Odisha, or equivalent Certificate issued by any recognized Board/Council/ Indian University shall only be accepted.
- b) There is no upper age limit relaxation provided for engagement in this category.

c) The candidate must be able to speak, read, and write Odia.

d) Other Eligibility Criteria: -

- (i) He / She must be a citizen of India
- (ii) He / She must have a good character
- (iii) If married, must not have more than one spouse living, provided that the Government may, if satisfied that such marriage is permissible under the personal law application to such person or there are other grounds for doing so, exempt any person from the operation of the rule
- (iv) Candidates having any sort of disability should not apply as they are not eligible to work under such field conditions as per the requirement of the engagement and such applications shall be summarily rejected
- (v) If any candidate has at any time been debarred from the recruitment examination for a certain period by this Department, he/she shall not be eligible for appearing the same for that specific period.

03. **Examination Fee:** - NO EXAMINATION FEE IS PAYABLE FOR APPLY FOR THE ENGAGEMENT

04. **Last date of submission of application:** - The last date of submission of the application in response to this advertisement is 27.03.2024 i.e. either in the Drop Box in the Office of the undersigned within 5.00 PM of 27.03.2024 or through Postal / Courier Service to reach the office of the undersigned on or before 5.00 PM of 27.03.2024.

05. **How to apply:** - Candidate may fill up the RESUME provided in Annexure II and apply along with their self-attested copy of an Aadhaar Card or any other identity proof like Driving License, Voter ID, BPL Card, etc. in a closed cover and drop in the DROP BOX provided in the office. Or may send through Post Office / Courier Service to reach the undersigned within the stipulated date and time i.e. on or before 5.00 PM of 27.03.2024.

06. **Original Certificate / Document to be produced during verification:** - The selected candidate's original certificates will only be verified before their engagement.

07. **Place and Date of Written Examination:** - The Written Test for the post of DEO and Facility Assistant shall be held in various places at District Headquarters. The date, time, and Venue of the Written Test will be intimated to the eligible candidates through a phone call, or WhatsApp or the candidate may collect the same from the office of the undersigned. The written test is likely to be held in April- 2024 itself.

08. **Plan of Examination:** -

- (i) There shall be a Written Test of 100 marks (MCQ type) consisting of various questions related to General Awareness, Logical Reasoning, Quantitative Aptitude, etc. The standard of the questions will be of the 10<sup>th</sup> / High School Certificate Examination.
- (ii) The qualified candidates based on the minimum cut-off marks as decided by the competent authority in the Written Test will be called for other tests in the office of the Divisional Forest Officer, Angul Forest Division.

09. **Document Verification:** The candidate who qualifies in both the examination and is finally selected for the engagement will be called for document verification during which they will come to the office of the undersigned with their all-original educational testimonials and certificate of nativity, Aadhaar Card or other Identity card asked for the engagement on a date fixed by the office of the undersigned.

10. **Counselling:** - There shall be counseling for choice of facility. The selected candidate shall be called for counseling as per the existing vacancies decided by the undersigned for the above engagement. The candidates are required to give their choice for engagement in various facilities. The counseling will be held at O/o the Divisional Forest Officer, Angul Forest Division. However, the choice of facility will not confer any right upon the candidate for engagement in the said facility in order of preference, if selected.

11. **Select List:** - The final select list will be prepared by the office of the undersigned as the vacancies arise and decided, based on their mark secured in Written and other tests.

12. **Result:** - The Provisional result shall be published in due course on the District Web Site: - [www.angul.nic.in](http://www.angul.nic.in) or at the office notice board of the Divisional Forest Officer, Angul Forest Division.

13. **Cancellation/Disqualification of the candidature:** - Any misrepresentation/suppression/furnishing of wrong information/adoption of unfair means/manipulation by the candidate during the process of recruitment for engagement by the candidate shall result in cancellation/disqualification of his / her candidature at any stage of the recruitment process even after issue of engagement order.

14. **Nature of Engagement:** - The Engagement is purely temporary and can be terminated at any point in time due to administrative exigencies or fund crunch without assigning any reason thereof

  
Divisional Forest Officer  
Angul Forest Division

# RESUME

1. Name :
2. Father's Name :
3. Date of Birth :
4. Present Address :

Affix a  
passport  
Photograph  
here

5. Permanent Address :

**Contact No. (WhatsApp No)** :

6. Nationality :
7. Sex :
8. Marital Status :
9. Religion :
10. Applied for the Post (GIS :

Expert/DEO/Driver/Facility

Assistant)- **One candidate can**

**also apply for multiple posts**

11. Educational Qualification :

Exam Passed	Board/University/Institution	Year of Passing	% of Marks	Division

11. Computer Knowledge :

12. Language Known :

## **DECLARATION**

I hereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief.

Place:

Date:

Signature