



काष्ठ विज्ञान एवं प्रौद्योगिकी संस्थान
INSTITUTE OF WOOD SCIENCE AND TECHNOLOGY

(भारतीय वानिकी अनुसंधान एवं शिक्षा परिषद्)

(Indian Council of Forestry Research and Education)

(पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार, की एक स्वायत्त निकाय)
(An Autonomous Body of Ministry of Environment, Forest and Climate Change, Govt. of India)

सी. जो. मल्लेश्वरम/P.O. Malleswaram, बेंगलुरु/Bengaluru – 560 003



No. 1-18/2023-24/IWST/Estt/ 3707

Dated 17-01-2024

NOTICE


In continuation to the Recruitment notification Nos. 1-18/2023-24/IWST/Estt/1794, dated 11-9-2023, corrigendum Nos. 1-18/2023-24/IWST/Estt/2007, dated 21-9-2023 and 1-18/2023-24/IWST/Estt/2782, dated 10-11-2023, the last date of receipt of applications for the post mentioned below has been extended up to 15/2/2024.

Sl. No	Name of the post	Pay Matrix - Level	No. of posts	Age Limit as on 30.10.2023	Category	Educational qualification
1	Driver (Ordinary Grade)	Pay Matrix Level – 2 of 7 th CPC	01	Not below 18 years or exceeding 27 years	EWS-1 no	Matriculation from a recognized board. Possession of valid driving licence for motor cars. Experience of driving motor cars for 3 years or more. Desirable: Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicles).

General Instructions:

- Interested candidates may submit their applications to “The Director, ICFRE-Institute of Wood Science & Technology, 18th Cross, Malleswaram, Bengaluru-560 003”. The crucial date for determining the age limit shall be 30-10-2023.
- Only Indian Citizens are eligible to apply.
- Candidates will be considered only subject to production of recent EWS certificate from the competent authority (for the financial year 2023-2024)
- Good quality latest (not more than one year old) photographs shall be provided along with application form. Apart from affixing one photograph on the application form, the candidates are required to attach **Three additional identical photographs** separately along with each application form, duly stapled on the first page of the filled in application form, with their name & post written in capital letters on the back side of the photographs.
- The application duly completed in all respects shall be submitted along with the **self attested photocopies of certificates** of educational and technical qualification, age proof, claim of belonging to EWS.
- Candidates are required to pay a **non-refundable application fee of Rs. 1,000/- (Rs. 400/- Application fee and Rs. 600/- Processing fee)** through Demand Draft from any nationalized bank drawn in favour of Director, Institute of Wood Science and Technology payable at Bengaluru. No other mode of payment of application fee is acceptable.
- The **PH/Women candidates are exempted from payment of application fee. However, the processing fee of Rs. 600/- has to be paid through Demand Draft from any nationalized bank drawn in favour of Director, Institute of Wood Science and Technology payable at Bengaluru.**
- All the applications received within stipulated date in response to this advertisement shall be considered for short-listing by the screening committee and only the candidates recommended by the screening committee will be called for appearing in the written examination. The decision of the Director, ICFRE-IWST on short-listing will be final and no correspondence will be entertained in this regard.
- No interview will be conducted for the above post.

10. Government servants applying for the above posts should forward their applications "through proper channel" and should enclose "**No Objection Certificate**" (Annexure - A) obtained from their Appointing Authority. They may send an advance copy of the application by the due date, if they so desire. The forwarding authority should ensure that in the event of selection of the official, he/she should be in a position to relieve / spare the official within the time specified in the offer of appointment.
11. **The post applied for may be indicated on the top of the envelope specifically in capital letters.**
12. Applications received unsigned/without required number of photographs/incomplete applications in any respect/applications submitted not as per the prescribed proforma/without application fees/not filled correctly/without photocopies of the self attested certificates in connection with the qualification, caste, date of birth, experience etc. are liable to be rejected and the onus of such rejection would be on the candidates.
13. Mere fulfillment of the minimum qualifications and experience requirements shall not vest any right in the candidate for being called for written examination.
14. The candidates selected on direct recruitment will be governed by the provisions of the New Pension Scheme introduced by the Government of India w.e.f. 01-01-2004.
15. EWS Certificates in prescribed format issued by the Competent Authority should be submitted in support of claim belonging to their category. In case the certificate is in a local vernacular language, its **English translation duly attested by a Gazetted Officer should be submitted.**
16. The mere fact that a candidate has been called for written examination does not imply that his/her candidature has been finally cleared by ICFRE-IWST. The candidate must note that if his/her ineligibility is detected at any stage before or after the written and other examinations or if the conditions prescribed in the Rules and instructions given in the Advertisement or any other additional information/documents called for at any stage are not complied with, within the time specified therein, his/her candidature will be liable for cancellation. This Institute will not be responsible for cancellation of candidature on this account.
17. The selection for the post of Driver (Ordinary Grade) will be made on the basis of written examination, skill test and driving experience. The syllabus for written exam of 1st stage comprises of objective type multiple choice questions (MCQ) from relevant field, General Awareness, Mental Ability & Reasoning, General English, Quantitative Aptitude- 20 marks each. In the 2nd stage, the skill test will be conducted for qualified candidates in written exam. Candidates shall have experience of driving motor car for 3 years or more. Certificate from a registered agency/organization is required.
18. The duration of written exam will be of 3 hours. Date and time of written exam, trade test and skill test will be intimated later on to the shortlisted candidates separately.
19. Each correct answer will carry one mark. 1/4th mark will be deducted for each incorrect/wrong answer. In case of equal marks/tie up marks in the written examination, relevant rules will be followed to finalize the merit list.
20. No correspondences and interim enquiries will be entertained in any manner.
21. Canvassing in any form for/by the applicant shall not be entertained and will disqualify his/her candidature.
22. **The Director, IWST reserves the right to increase or decrease the number of posts or not to fill any or all the advertised posts without assigning any reason.**
23. Legal disputes, if any, shall be subject to the jurisdiction of the Competent Court at Bengaluru, Karnataka.
24. Records of the candidates not selected shall not be preserved beyond six months from the date of declaration of the results.
25. Any information regarding examination will be provided only after declaration of results.


(Dr. M.P. Singh, IFS)
Director
Institute of Wood Science & Technology
Bengaluru
17/11/2024
16/11/2024

Application for the post of Driver (Ordinary Grade)- EWS category

1. Advertisement No. _____

2. Full Name of the candidate (in Block Letters): _____

3. Father's / Husband's Name: _____

4. Nationality: _____

5. Correspondence Address (In Block Letters) _____

PIN Code _____ Mobile Ph. No. _____ Email ID _____

Paste
Recent passport
size
Photograph

6. Amount of Application Fee; Bank Demand Draft No. & date: _____

7. Whether candidate belongs to EWS Category: **Yes/No**
 (if yes, please attach self-attested copy of the latest EWS Certificate issued by the competent authority)

8. Sex : Please (√)

Male	Female

9. (a) Date of Birth: Date: _____ Month: _____ Year: _____
 (Attach copy of the 10th Class/SSLC/Matriculation Certificate)

(b) Age as on 30-10-2023 : _____ Years _____ Months _____ Days

10. Educational qualification (Please attach self attested copy of certificates and mark-sheets):

Examination passed (SSLC onwards)	Subjects	Year of passing	Name of the recognized Board/University	Percentage of Marks

11. Experience, if any (Attach self-attested copy of the experience certificate):

12. Any additional information:

13. List of documents attached:

14. Whether the candidate is under any contractual obligation to serve Central/State Govt. /Any other Public Sector Undertaking or Autonomous Body and if so, give details (attach No Objection Certificate)

DECLARATION

I hereby declare that all the facts mentioned in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/appointment is liable to be cancelled / terminated.

Place:
Date:

(Signature of the applicant)

Annexure – A

(in the case of Govt. employees)

Certificate to be furnished by the Employer / Forwarding Authority:

Certified that:

- (i) The particulars furnished by Shri/Smt. _____ are correct.
- (ii) There is no vigilance / disciplinary case either pending or contemplated against him / her.
- (iii) Integrity of the applicant is certified.
- (iv) Photocopies of the up-to-date ACRs, attested by an officer not below the Rank of an Under Secretary to the Govt. of India are enclosed.
- (v) In the event of his/her selection, there is no objection to relieve/spare him/her within the time specified in the office appointment.

Date:

(Signature of the Head of the Department / Forwarding Authority)

Department / Office with seal / T el. Ph .No.: _____

Check list of documents to be submitted along with the application (Please tick “√” at relevant box):

Sl No	Item/Document	Yes	No
1.	Duly signed and completed application form		
2.	Requisite application fee by Demand Draft		
3.	Self attested copy of age proof (10 th Std certificate, Aadhar Card, Date of Birth/Transfer Certificate)		
4.	Passport Size photographs with their name & post written in capital letters on the back side of the photographs (3 nos)		
5.	Copy of EWS certificate issued by the competent authority		
6.	Driving experience certificate		

Place:

(Signature of the Candidate)

Date: