



इन्दिरा गाँधी राष्ट्रीय वन अकादमी  
Indira Gandhi National Forest Academy  
पर्यावरण, वन और जलवायु परिवर्तन मंत्रालय /

Ministry of Environment, Forests and Climate Change

भारत सरकार / Government of India

डाकघर: न्यू फॉरेस्ट, देहरादून / P.O. New Forest, Dehradun – 248006

ई-मेल:- director@ignfa.gov.in / टेलीफोन:- 0135-2757316



संख्या: 2214 /2026/NFA/40.16

दिनांक/Date:

02 /09/2026

संविदाकर्मि नियोजन हेतु विज्ञापन

Advertisement for Engagement of Contractual Personnel

1. इंदिरा गाँधी राष्ट्रीय वन अकादमी, देहरादून में संविदा आधार पर पेशेवर/सलाहकार के संविदा नियोजन हेतु आवेदन आमंत्रित किये जाते हैं।

Applications are invited for the contractual engagement of Professionals/Consultants in Indira Gandhi National Forest Academy, Dehradun.

2. संविदा नियोजन के लिए नियम और शर्तों की विस्तृत जानकारी और आवेदन पत्र अकादमी की वेबसाइट पर नीचे दिये लिंक से डाउनलोड किये जा सकते हैं।

<https://www.ignfa.gov.in/recruitment>

The detailed terms and conditions and application form for contractual appointment can be downloaded from the Academy's website using the link given below.

<https://www.ignfa.gov.in/recruitment>

सह प्राध्यापक (प्रशा०)/ Associate Professor (Admin.)

इ०गाँ०रा०व०अ०/IGNFA

**Indira Gandhi National Forest Academy, P.O. New Forest, Dehradun-248006**

**Contractual Engagement of Professionals/Consultants**

**Detailed Advertisement**

IGNFA is functioning as the Staff College for the officers of the Indian Forest Service (IFS). The primary mandate of the Academy is to impart trainings with knowledge and skills to the senior and the commanding cadre of professional foresters in the country's civil service and assist and facilitate them to develop competencies in governance, administration and management functions related to the country's forest and wildlife resources and related environmental and ecological matters. Besides training the new entrants, the academy also provides competency enhancement trainings at different levels of seniority in the Indian Forest Service. The Academy is also expected to provide training inputs in the areas of forestry and environment to the professionals and representatives from other stakeholders. As a premier central training institute in the forestry sector, the academy is also called upon to share the national level responsibilities for collation and dissemination of knowledge resources and research related to training and building up of the capacity and competency of human resources in the country.

To fulfil the mandates and undertake and perform the related tasks and meet the responsibilities, the Academy requires the engagement of Professionals/Consultants on a purely contractual and temporary basis for various academic, research, technical, administrative, and support functions of the Academy and for complementing and supplementing the available strength of regular personnel in government service available in the academy comprising of faculty and non-faculty officers and staff.

Indira Gandhi National Forest Academy (IGNFA), Dehradun invites applications from eligible Indian nationals for:

| S. No. | Name of Post                                | No. of Posts | Essential Qualification & Experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Maximum Age | Consolidated Remuneration |
|--------|---------------------------------------------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------|
| 1      | Estate Supervisor<br>(Consultant-A level)   | 01           | (i) Retired Government Employees with (i) minimum Grade pay of Rs. 4600/- and proficiency in basic Computer & IT enabled office skills.<br>(ii) More than 3 years of relevant experience at the RFO/ACF level.                                                                                                                                                                                                                                                                                                                                                                                                                | 65          | 60,000.00                 |
| 2      | Academic Associates<br>(Consultant-A level) | 01           | (i) Masters' degree in Science, Social Science or Humanities or Bachelor's degree in Engineering/Technology/Forestry/Agriculture as the minimum qualification as well as proficiency in basic Computer & IT enabled office skills. And<br>(ii) experience in the relevant field for a period of more than 3 or in case of person with qualification of Ph.D. more than 1 years post PhD.<br><b>Or</b><br>(i) Retired Government Employees with (i) minimum Grade pay of Rs. 4600/- and proficiency in basic Computer & IT enabled office skills.<br>(iii) experience in the relevant field for a period of more than 3 years. | 65 years    | ₹ 60,000/- per month      |

| S. No. | Name of Post                                          | No. of Posts | Essential Qualification & Experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Maximum Age | Consolidated Remuneration |
|--------|-------------------------------------------------------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------------|
| 2      | Library & Information Associates (Consultant-A level) | 01           | <p>(iii) Masters' degree in Science, Social Science or Humanities or Bachelor's degree in Engineering/Technology/Forestry/Agriculture as the minimum qualification as well as proficiency in basic Computer &amp; IT enabled office skills. And</p> <p>(iv) experience in the relevant field for a period of more than 3 or in case of person with qualification of Ph.D. more than 1 years post PhD.</p> <p style="text-align: center;"><b>Or</b></p> <p>(ii) Retired Government Employees with (i) minimum Grade pay of Rs. 4600/- and proficiency in basic Computer &amp; IT enabled office skills.</p> <p>(iii) experience in the relevant field for a period of more than 3 years.</p> | 65 years    | ₹ 60,000/- per month      |
| 4      | Technical Associate                                   | 01           | <p>Master's degree in Science, Social Science or Humanities or Bachelor's degree in Engineering/Technology/Forestry/Agriculture as minimum qualification with (experience of 1-3 years) in the required field as well as proficiency in basic Computer &amp; IT enabled office skills.</p> <p style="text-align: center;"><b>Or</b></p> <p>Retired Government Employees with (i) minimum Grade pay of Rs. 4200/- and proficiency in basic Computer &amp; IT enabled office skills and (ii) with experience in the relevant field for a period of more than 3 years.</p>                                                                                                                     | 65 years    | ₹ 40,000/- per month      |

- The engagement is purely contractual and temporary in nature.

#### GENERAL TERMS & CONDITIONS

1. The engagement shall be purely contractual, temporary and non-official and shall not confer any right for regular appointment or continuation.
2. The engagement shall be initially for a period of 1 year, as per the approved Guidelines for engagement of Professionals/Consultants in IGNFA. Continuation or extension, if any, shall be subject to satisfactory performance, functional requirement of the Academy, and availability of funds and budgetary provision for the relevant financial year.
3. The remuneration is consolidated and inclusive. No additional allowance such as DA, HRA, Transport Allowance, Medical Reimbursement, CGHS, accommodation, or personal staff shall be admissible.
4. The engaged Professional/Consultant shall be required to use his/her own laptop and peripherals for official work and shall not be entitled to clerical or personal assistance from existing Academy staff.
5. The engagement shall be on a full-time basis. No other assignment shall be undertaken during the period of engagement without prior written approval of the Academy.
6. Working hours shall be the same as applicable to regular Government employees of the Academy. Attendance shall be marked through the biometric attendance system.

7. **Assignment of Work and Reporting:** The Professional/Consultant shall be assigned duties and responsibilities by the Director of the Academy. The reporting officer and place of work may be decided or modified by the Academy from time to time, depending upon functional requirements.
8. The Professional/Consultant shall be eligible for 1.5 day's leave in a Month. accrued on a pro-rata basis. Unavailed leave shall not be carried forward.
9. The engagement may be terminated by the Academy at any time without assigning any reason, or by either party with one month's notice.
10. The Professional/Consultant shall be governed by provisions relating to confidentiality, integrity, conflict of interest, and the Official Secrets Act, 1923.
11. The selected candidate shall be required to enter into a formal Contract/Agreement with the Academy before joining.
12. If any Professional/Consultant submits any false or forged document, their services shall be terminated with immediate effect and necessary action shall be taken against them as per rules.
13. **Selection Procedure:** Applicants fulfilling the eligibility criteria shall be shortlisted on the basis of qualifications and experience and called for interview. The interview shall be conducted by a Committee constituted by the Director, IGNFA. No TA/DA shall be admissible for attending the interview. Original documents in support of age, qualification and experience shall be required to be produced by the candidates at the time of interview or as directed by the academy.
14. The Academy reserves the right to modify or withdraw the advertisement, in part or in full, without assigning any reason.

#### **Other Important Information:**

- Eligibility with respect to age, qualification, and experience shall be reckoned as on the closing date of receipt of applications.
- The engagement shall be governed by the approved Guidelines for engagement of Professionals/Consultants in IGNFA and amendments, if any, approved by the competent authority.

#### **How to apply:**

Professionals / Persons in the vocation of research and fulfilling the eligibility qualifications, experience and age desirous of applying for engagement mentioned above, may submit their application in the prescribe application form attached with this advertisement, addressed to the Associate Professor (Administration), Indira Gandhi National Forest Academy. P.O New Forest, Dehradun, Uttarakhand (248006) or by e-mail at [apadmn@ignfa.gov.in](mailto:apadmn@ignfa.gov.in) within 21 days from date of publication of this advertisement in Newspapers / IGNFA's Website, whichever is later. Photocopy of relevant certificates/Testimonials (Self attested) need to be attached along with the application form.

In case the application is sent by post the envelop should be properly and super scribed with "Application for the post of Estate Supervisor (Consultant-A level), Academic Associates (Consultant-A level, Library & Information Associates (Consultant-A level) & Technical Associate" as is Relevant.

Applications received after the closing date or applications incomplete in any respect shall be liable to be summarily rejected. IGNFA, Dehradun shall not be responsible for any delay on the part of postal department for delivery of application even if posted before the last date. No representation against such rejection will be entertained.

  
**Associate Professor (Admin.)**  
**Indira Gandhi National Forest Academy**

## **Job Description for the post's advertisement**

### **1. Estate Supervisor (Consultant–A level)**

Supervise and monitor the works of the Estate Wing; coordinate with CCU, CPWD, and other concerned organizations; liaise between caretakers, CPWD staff, and Estate Section staff/employees; oversee estate-related works and ensure their timely execution; and provide technical support for the effective management and maintenance of estate-related activities.

### **2. Academic Associates (Consultant–A level)**

The Academic Fellow shall assist in administration & finance, establishment matters, training and protocol coordination, Programme management, coordination between Administration and other Sections of Academy and other support functions related to training and capacity-building activities of the Academy.

### **3. Library & Information Associates (Consultant–A level)**

Manage and administer the Liberty (Soft link Asia) Integrated Library Management System, maintain and regularly update the IGNFA Library Portal, support and manage digital learning resources on the TARU LMS, manage digital collections and support the implementation of D Space Institutional Repository and RFID-based Library Management System, prepare analytical reports and library development proposals for modernization and service enhancement, assist in collection development, stock verification, digitization, library statistics, and preparation of reports/documentation, support the integration of the Library with emerging AI-enabled library services, discovery tools, and other digital knowledge platforms for improving access to information resources; and undertake cataloguing, classification, metadata creation, and technical processing of library resources.

### **4. Technical Associate**

Academic coordination, Capacity Building Unit activities, IGOT integration, preparation of reports, evaluation and reporting, and facilitation of national and international training programmes.

**Format for Submission of Application for Contractual Engagement/Appointment in Indira Gandhi National Forest Academy, Dehradun**

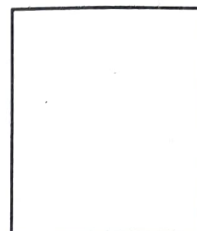
(Ref: Advertisement vide no./संख्या:

/2026/NFA/40.16

दिनांक/Date: / /2026

**POST APPLIED FOR IN BLOCK LETTER:** \_\_\_\_\_

1. Name of Candidate (in block letters):
2. Father's Name:
3. Permanent Address:  
Photograph
4. Full Postal Address for Correspondence:
5. Mobile No.:
- Telephone No.:
6. E-Mail ID:
7. (a) Date of Birth:  
(b) Age as on closing date of receipt of applications
8. Nationality:
9. Educational Qualification:



| Examination Passed | Subject of Examination | Name of Board/University/Army | Year of Passing | Total Marks Obtain | Percentage |
|--------------------|------------------------|-------------------------------|-----------------|--------------------|------------|
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|                    |                        |                               |                 |                    |            |

**10. Details of Qualifications and Testimonials etc. specifically related to the post applied for.**

Post Applied For \_\_\_\_\_

| Qualification | Details of Degree/ Diploma/ Certificate | Testimonial of Award, Prize etc. |
|---------------|-----------------------------------------|----------------------------------|
|               |                                         |                                  |

11. Relevant work experience in the Suitable field:

| Name of<br>Employment/Designation | Name of the<br>Organization<br>where<br>worked | Duration of<br>Experience |    | Year of<br>Experience | Nature of Duty<br>Performed<br>(Full time/part<br>time/Contractual) |
|-----------------------------------|------------------------------------------------|---------------------------|----|-----------------------|---------------------------------------------------------------------|
|                                   |                                                | From                      | To |                       |                                                                     |
|                                   |                                                |                           |    |                       |                                                                     |
|                                   |                                                |                           |    |                       |                                                                     |
|                                   |                                                |                           |    |                       |                                                                     |
|                                   |                                                |                           |    |                       |                                                                     |

12. Any other information:

13. Other Professional Skills:

14. Two References with addresses who know the applicant:

### **Declaration**

I have carefully gone through the vacancy circular / advertisement, and I am well aware that the information furnished here above are duly supported by documents in respect of Essential / Requisite Qualifications and Work Experience, submitted by me will also be assessed in the process of selection for the position or contractual engagement/ appointment.

The information/ details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed/ withheld. I acknowledge and agree with the terms and conditions including the leave norms of the contractual engagement / appointment as advertised by the organization (IGNFA).

I, undertake to perform all the tasks, functions and duties to be assigned to me in time during tenure and complete such tasks before getting relieved from the organization, in case I am contractually appointed / engaged on the position applied for.

I understand that only experience supported by documentary evidence shall be considered for eligibility and selection.

I declare that no criminal case is pending against me in any court of law and that I have not been convicted of any offence.

**Place:**

**Signature of Candidate:**

**Date:**