



**Gujarat State Forest Development Corporation Ltd.,**  
(A Govt. of Gujarat Undertaking)

“Vanganga”, 78, Alkapuri, Vadodara – 390 007

CIN : U02005GJ1976SGC002927

**Contractual Vacancy - Divisional Manager (One)**

Gujarat state forest Development Corporation Ltd. is engaged in the collection, processing and marketing of various Minor Forest Produces available in the State of Gujarat. To strengthen its activity in this field it requires candidates on Contractual basis with relevant educational qualification and experience. Emolument Rs.40,000 pm (Fixed). Period: 11 months. Last Date : 07-07-2022. For more details and prescribed application format kindly visit our website [www.gsfdcltd.co.in/news](http://www.gsfdcltd.co.in/news) and events

35 /BRC/2022

**Managing Director**

1	Name of Vacancy	Divisional Manager (Contractual)
2	Number of Vacancy	One
3	Minimum Qualification :	<p>(A) Possesses a Bachelors degree of any of the Universities established or Incorporated by an act of parliament or state legislation of any other educational institution recognised as such or declared to be deemed university under section 3 of the University Grants Commission Act 1956 with one of the Following subjects Namely (1) Animal Husbandry and veterinary science (2) Botany (3) Chemistry (4) Geology (5) Mathematics (6) Physics (7) Statistics (8) Zoology (9) Agriculture (10) Forestry (11) Engineering or any equivalent qualification recognised as such by the Government for the Purpose.</p> <p>(B) Possesses the basic knowledge of Computer application prescribed in the Gujarat Civil Services classification and recruitment, (General) rules, 1967</p> <p>(C) Possesses adequate knowledge of Gujarati or Hindi or Both</p>
4	Experience	<p>A minimum of 3 year experience</p> <p>(i) In the field of non timber forest produce (Minor Forest Produce)</p> <p>(ii) Monitoring &amp; evaluation of various projects of Govt. of Gujarat and Govt. of India as per given guidelines for effective implementation of the schemes.</p> <p>(iii) Identification of various Medicinal plants and their availability in the various areas of the Gujarat State.</p> <p>(iv) Demand &amp; supply of medicinal plants raw material in Gujarat &amp; outside.</p> <p>(v) Preparation of various schemes and its submission to the Governments.</p> <p>(vi) Drafting in English, Gujarati language and a working knowledge in Hindi.</p> <p>(vii) Data entry &amp; computer operations.(Microsoft Office)</p>
6	Preference	Candidates having Higher educational qualification and experience in the field of Non timber forest produces along with implementation of various Government Schemes.
7	Responsibilities & Duties	<ul style="list-style-type: none"> <li>• To understand properly the schemes in Medicinal Plants Sector, their guidelines given therein.</li> <li>• To co-ordinate and handle the " MSP Project "for MFP, with TRIFED, GOI.</li> <li>• To search for and find out the plant species, suitable for promotion/cultivation in given areas, based on natural distribution, agro-climate conditions. yield, market rates demand &amp; supply.</li> <li>• To develop innovative models of cultivation with low cost.</li> <li>• To prepare the required schemes/projects as per guidelines and submit for approval.</li> <li>• To monitor and evaluate the approved ongoing scheme / projects through progress reports and field visits.</li> </ul>

		<ul style="list-style-type: none"> <li>• To suggest modifications for further improvement/revision.</li> <li>• To achieve physical &amp; financial targets as per project time line and comply to the funding agencies for all queries and the timely release of fund.</li> <li>• To maintain the web portal by updating the project related information.</li> <li>• Extensive travelling in the Forest areas of State.</li> </ul>
8	Age (Maximum)	35 years
9	Emoluments	Rs.40,000/- (Fixed). (Negotiable in the case of Candidates having Higher Educational qualifications and experience)
10	Place of Posting	Head Office, Vadodara
11	Period	For 11 months contract.
12	Last date of submission of application in given format	07-07-2022
13	Method of selection	<p>(1) Selection would be based on knowledge/experience &amp; performance in the interview.</p> <p>(2) The Management reserves the right to short-list, select and reject any candidates for selection.</p> <p>(3) The Management reserves the right to cancel the selection process at any time at its sole discretion, without assigning any reasons thereof.</p> <p>(4) Filling up of the post is at the discretion of Management based on suitability of candidates. The decision of management in all matters relating to eligibility, acceptance or rejection of the application made shall be final and management will not entertain any enquiry or correspondence in this regard.</p>
14	Contact Person	<p>I/c.Manager (Admn).</p> <p>Application is to be submitted in prescribed format only by Speed Post and RPAD to the office of Managing Director Gujarat State Forest Development Corporation Ltd, 78, Vanganga, Vadodara latest by 07-07-2022.Application submitted by E-mail and not in the prescribed format will be rejected out rightly.</p>

**APPLICATION FOR THE POST OF DIVISIONAL MANAGER ON  
CONTRACTUAL BASIS**

Paste Passport size Colour Photograph
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1.		Name in full :	
	a.	Sex: (Male / Female)	
	b.	Marital Status: (Married /Single)	
	c.	Mother Tongue:	
2.		Address : (Correspondence) :	
		Address (Permanent) :	
3		Place of Birth:	
3A.		Date of Birth: (Attach School Leaving Certificate / Birth Certificate):	Age :                      DOB: (As on 30/06/2022)
4.		Whether SC/ST/Gen/SEBC/EWS/ Other Reserved Backward Class( <b>Attach copy of Certificate if other than GEN</b> )	
5.		Email Address :	
6.		Phone / Mobile No.	
7.		<b><u>Qualification</u></b> (Attach copy of Certificates)	
		<b><u>Degree</u></b>	<b><u>Year of Passing</u></b>
			<b><u>Percentage / Grade obtained</u></b>
	a.	Graduation	
	b.	Post Graduation	
	c.	Any other (if any)	
8.		<b>Post qualification experience details (Attach Certificates)*</b>	
	<b>Name of the Company/Office</b>	<b>Whether PSE / Public Ltd / Pvt Ltd / Semi-</b>	<b>Period served</b>
		<b>No. of years served</b>	<b>Other details of experience</b>

		<b>Govt. Deptt.</b>	From	To		
*Additional sheets may be attached, if required.						
9.	Details regarding computer knowledge (attach certificate)					
10.	Languages Known (Tick) :					
		<b>Read</b>	<b>Write</b>	<b>Speak</b>		
	GUJARATI					
	ENGLISH					
	HINDI					

A brief note on your work experience in the relevant field. (Not more than 500 words)

The above details submitted by me are true and best of my knowledge and agreed to the terms of selection procedure.

Date:

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Place :

(Signature)

