

ADVERTISEMENT

OFFICE OF THE DEPUTY DIRECTOR,

NAWEGAON-NAGZIRA TIGER RESERVE, SAKOLI

{Office :- Nagzira Forest Colony, National Highway No. 06, Sakoli- 441802 (M.S.)}

Phone No.- 07186-295008 E-mail - ddntrsakoli@mahaforest.gov.in

Applications are invited for the following posts from Indian Nationals for working under Nawegaon-Nagzira Tiger Reserve, Sakoli (Maharashtra).

Sr. No.	Post	No. of posts	Maximum Emolument (Including all) in Rs.	Remarks
1	Data Entry Operator MSTriPES	3	14,000/-	Contractual basis for 11 months which may or may not be extended, beyond 11 month.

Minimum Qualification –

Data Entry Operator MSTriPES:-

1. H.S.S.C. (12th) Pass.
2. MS-CIT Certificate and shall have good command over operating MS-Office, MS-Word, MS-Excel and Power point.
3. English & Marathi typing 40 words per minute.
4. Experience of operating internet and e-mail.
5. Shall be able to read, write Marathi and English languages.
6. * Age limit- 18 to 40 Years.*
7. Data entry operator shall have basic knowledge of computer operating systems.
8. Desirable:-
 - i) Experience in handling hand held GPS Device.
 - ii) Experience with MSTriPES mobile app.

Note:- Preference will be given to those having prior experience of MSTriPES app & working in protected areas.

How to Apply :

A signed resume to be submitted **along with filled application form*** in a given format to the following e-mail address OR by registered post before 18 September, 2022, up to 5.00 pm.


E-mail ID:- ddntrsakoli12@gmail.com

(Contact details:-Name- S. M. Lanjewar, Mob. No. 9422681822, Contact time:- 10.00 AM. to 14.00 PM.)

Postal Address :-

Office of Deputy Director,
Nawegaon-Nagzira Tiger Reserve, Sakoli.
Nagzira Forest Colony, National Highway No. 06, Sakoli- 441802.

Resume should include educational qualifications and professional experience. Related documents will be verified at the time of interview. Details of date and time of interview will be communicated separately to the shortlisted candidates and will also be displayed at the office of **Deputy Director, Nawegaon-Nagzira Tiger Reserve, Sakoli.**


Deputy Director,
Nawegaon-Nagzira Tiger Reserve,
Sakoli.

Note:- Age criteria has been rectified in minimum qualification criteria.

- *1. Age limit was wrongly mentioned as less than 21 years old & has been changed to 18 years old to 40 years old.
- *2. Filled Application form with passport size photograph is mandatory along with resume.

Terms and conditions-

1. Computer knowledge is must for all the above posts.
2. Candidate should have proficiency in both Marathi and English; he/she should have skill to carry out correspondence in both Marathi & English languages.
3. The applicant should not have criminal tendencies or background. If found the applicant will be dismissed immediately.
4. Sakoli will be the Headquarter for above posts. All the above selected persons will be required to work in the field of Navegaon-Nagzira Tiger Reserve, at same time they will cater their service to Gondia and Bhandara Forest Division, FDCM Bhandara as per the directions of Field Director Navegaon-Nagzira Tiger Reserve and Deputy Director Navegaon-Nagzira Tiger Reserve.
5. If all the qualifications of the eligible applicants for a post are found to be the same, preference will be given to the applicant in the jurisdiction of Navegaon-Nagzira Tiger Project Sakoli.
6. Contract employees will be paid on emolument basis after completion of one month.
7. Field Director NNTR, Gondia & Deputy Director NNTR, Sakoli reserves the rights to decrease monthly emolument, if non performance or delay in the work observed.
8. In case of financial loss to the Government due to negligence of the contractual employees, the compensation will be recovered from the employees.
9. If the Deputy Director NNTR, Sakoli satisfied with the work after the expiry of 11 months of the contract, the contract may or may not be extended on the recommendation of Deputy Director, Navegaon-Nagzira Tiger Reserve, Sakoli.
10. **These posts are not created by the Government of Maharashtra. If applicant is selected for this post, he/she does not have any claim for the post of government establishment or right to remain in the permanent service.**
11. Deputy Director NNTR, Sakoli shall have the right to dismiss and terminate the contract employees without giving any prior notice without giving any reason before the completion of 11 months.
12. If the employee wants to leave the job before the completion of 11 months, he / she will be allowed to cancel the contract by giving one month notice in advance.
13. Deputy Director NNTR, Sakoli bound to pay the emolument the bond of the employee is canceled.
14. It will be mandatory for employees to observe confidentiality of government documents and correspondence. Also, in case of misuse of government information, the concerned employee will be held responsible and action will be taken as per prevailing rules and regulations.
15. Government documents issued in the jurisdiction of the employees should be submitted to the office after completion of the bond, documents, books and other materials. Do not take any copy of the document with you. If found action will be taken as per rules.
16. Candidate should not be a officer bearer/post holder of any Government, Semi- government or Non- Government Organization.
17. As these posts are full time, the candidate shall not work or practice elsewhere after selection on post.
18. The prescribed form has to be submitted on stamp paper by finally selected candidate along with consent on terms & conditions mentioned here.
19. **After scrutinizing the applications received, a date, time and place will be conveyed to the shortlisted Applicants for the interview.**



**Deputy Director,
Navegaon-Nagzira Tiger Reserve,
Sakoli.**

APPLICATION FORM

Passport size
color
photograph

To,
Deputy Director,
Nawegaon-Nagzira Tiger Reserve,
Sakoli.

Subject:- Application for the post of -----

Reference:- Advertisement in -----

Respected Sir,

I have thoroughly gone through the advertisement along with Terms and Conditions of your office; with reference to subject mentioned above I am here by submitting my personal details for your kind information and consideration

- 1 Full name :-
- 2 Date of birth :- / /
- 3 Full address :-
- 4 Mobile Number & Email-address :-
- 5 Educational qualification :-
- 6 Experience
- 7 Minimum emolument expected :-
- 8 List of supporting documents
1
- 2
- 3
- 4

Place :-
Date :-

Full name of applicant and sig



महाराष्ट्र शासन



उपसंचालक, नवेगांव-नागझिरा व्याघ्र राखीव क्षेत्र, साकोली यांचे कार्यालय

पत्ता :- नागझिरा कार्यालय वसाहत, राष्ट्रीय महामार्ग क्रमांक 06, साकोली, जि. भंडारा (महाराष्ट्र) - 441802

दूरध्वनी क्र. : 07186-295008

Email ID: ddntrsakoli@mahaforest.gov.in

क्रमांक कक्ष :- योजना/ न. ना. व्या. प्रतिष्ठान/22-23/ 2609

साकोली, दिनांक 04/08/2022

ई-मेलद्वारे

विषय- Data Entry operator_MSTriPES ची जाहिरात प्रसिध्द करणेबाबत.

प्रति,

संचालक,
प्रसिध्दी व जाहिरात संचालनालय,
जुने सचिवालय इमारत पहिला माळा,
सिव्हील लाईन्स, नागपुर.

संदर्भ:- या कार्यालयाचे पत्र क्र.2719 दि. 05/09/2022.

आपणास विनंती करण्यांत येत आहे कि, संदर्भिय पत्रान्वये सोबत जोडलेली जाहिरात सहपत्रीत करण्यात आली होती. त्या जाहीरात मध्ये काही सुधारणा करुन नव्याने आपणाकडे प्रकाशित करण्याकरीता सुधारीत जाहीरात सादर करण्यात येत आहे. व ते खालील प्रमाणे वृत्तपत्रात प्रकाशित करण्यांत यावी.

1.	मुळ कार्यालयाचे नांव व पत्ता	उपसंचालक नवेगांव नागझिरा व्याघ्र राखीव क्षेत्र, साकोली, पत्ता- नागझिरा कार्यालय वसाहत, राष्ट्रीय महामार्ग क्रमांक 06, साकोली, जि. भंडारा (महाराष्ट्र) - 441802.
2.	जाहिरात प्रकाशित करावयाची शेवटची तारीख.	12/09/2022
3.	प्रकाशित करण्याचा प्रकार	प्रादेशिक
4.	संबंधीत काम असलेला जिल्हा	गोंदिया व भंडारा
5.	जाहिरात करीता प्रस्तुत वृत्तपते	प्रादेशिक स्तरावर- एक मराठी व इंग्रजी दैनिक.
6.	जाहिरात देयक कोणास सादर करावयाचे त्यांचे नांव	उपसंचालक नवेगांव नागझिरा व्याघ्र राखीव क्षेत्र, साकोली, पत्ता- नागझिरा कार्यालय वसाहत, राष्ट्रीय महामार्ग क्रमांक 06, साकोली.
7.	जाहिरात प्रत्येक वृत्तपत्रात किती वेळा प्रसिध्दी करावयाची आहे	फक्त एक वेळा
8.	जाहिरातीचा आकार	कमीत कमी आकारमान.

सहपत्र- जाहिरात.

(पवन जेफ)

उपसंचालक

नवेगांव-नागझिरा व्याघ्र राखीव क्षेत्र, साकोली

प्रतिलिपी- अपर प्रधान मुख्य वनसंरक्षक, (वन्यजीव) पुर्व, नागपुर यांना सहपत्राचे प्रतीसह माहितीस्तव सविनय सादर.

प्रतिलिपी- माहिती व प्रसिध्दी अधिकारी (वने) प्रधान मुख्य वनसंरक्षक (वनबल प्रमुख) म.रा. नागपुर यांचे कार्यालय यांना जाहिरातीच्या मुळ प्रतीसह माहितीकरीता सविनय सादर. त्यांनी सदर निविदा शासनाच्या धोरणाला अनुसरुन सदरहू पदभरती मधील पदांची पात्रता व इतर आवश्यक तपशिलासह (विस्तृत जाहिरात) www.mahaforest.gov.in या संकेतस्थळावर दिनांक 09/09/2022 ते 18/09/2022 पर्यंत प्रसिध्द करण्याबाबत विनंती करण्यात येत आहे.

प्रतिलिपी- श्री. योगेश काळे, NIC Coordinator यांना माहिती व पुढील कार्यवाहीस्तव रवाना.