



भारतीय वन्यजीव संस्थान
Wildlife Institute of India

(An Autonomous Institution of the Ministry of Environment, Forests and Climate
Change, Government of India),

Chandrabani, Dehradun – 248001, INDIA

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Dated -08.04.2026

ADVERTISEMENT NO. WII/ADM/2026/01

Sub: Filling up of 02 posts of Assistant Grade-I, and 01 post of Stenographer Grade-I on Deputation basis in Wildlife Institute of India, Dehradun - reg.

Applications are invited for filling up of the posts of **Assistant Grade-I**, and **Stenographer Grade-I** on deputation basis in Wildlife Institute of India, Dehradun ("an Autonomous Organization under the Ministry of Environment, Forests and Climate Change, Govt. of India").

The details and eligibility criteria for the above-mentioned post are as follows:

Name of the Post	No. of Vacancy *	Pay Level in 7 th CPC Pay Matrix	Eligibility Criteria
Assistant Grade-I	02	Level-6	<p>1. Officers/ Officials from the Central Government** holding analogous post on regular basis in the parent cadre/ department, or with 05 years of regular service in the Pay Matrix Level 4 of the 7th Central Pay Commission (₹25,500 – 81,100).</p> <p style="text-align: center;">Or</p> <p>Officers from State Government/ UT Administration/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades.</p> <p>2. Experience of work in Administration/ Establishment/ Finance/ Accounts/ Procurement etc.</p> <p>3. Age below 56 years, as on the closing date for the application</p>
Stenographer Grade-I	01	Level-7	<p>1. Officers/ Officials from the Central Government** holding the post of Stenographer:</p>

			<p>(i) Holding analogous post on regular basis in the parent cadre/ department, or</p> <p>(ii) having 05 years' regular service in Stenographer cadre in the Pay Matrix Level 6 of the 7th Central Pay Commission (₹35,400 – 1,12,400).</p> <p style="text-align: center;">Or</p> <p>Officers from State Government/ UT Administration/ Public Sector Undertaking/ Autonomous Organization holding regular post in corresponding grades and having requisite experience as mentioned above.</p> <p>2. Age below 56 years, as on the closing date for the application</p>
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*Will may change the number of vacancies at any time, in its discretion

**Only officers/ officials who have completed at least 05 years of government service may apply.

Note:

1. Officers holding analogous post in the parent organisation may be preferred.
2. Individuals who apply for the post may not withdraw their candidature subsequently.
3. Since the post is to be filled up on deputation basis, private candidates are not eligible.

TERMS AND CONDITIONS: The terms and conditions of deputation shall be governed by the provisions of the Department of Personnel and Training (DoPT) Office Memorandum No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and other orders/ guidelines issued by DoPT in this regard from time to time.

PERIOD OF DEPUTATION: The period of deputation including period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization or department of Central Government shall ordinarily not exceed 03 years. Extension may be granted to candidates for a further period of 02 years, subject to their suitability and performance.

HOW TO APPLY: Application should be forwarded in the prescribed proforma as in Annexure-I, sent by Registered Post/ Speed Post/ By Hand so as to reach the Office of **THE REGISTRAR, WILDLIFE INSTITUTE OF INDIA, POST BOX NO.18, CHANDRABANI, DEHRADUN - 248001, UTTARAKHAND** within 45 days of the issue of this Advertisement. The envelope should be superscribed "APPLICATION FOR THE POST OF ON DEPUTATION".

GENERAL INSTRUCTIONS:

1. Only certified copies of documents need to be attached.
2. Applicants under employment with Central/ State Government/ UTs Administration/ Autonomous Organizations should enroute their application through proper channel. Candidacy of all such applicants under regular employment is subject to forwarding of their applications by their employer. However, they may send an advance copy of their application.
3. While forwarding the application the employer must send (i) Annual Confidential Reports/ Annual Performance Appraisal reports for the last 05 years; (ii) Latest vigilance clearance certificate certifying that no disciplinary case is either pending or contemplated against him/ her and certifying that the officer selected for deputation assignment at WII would be released for the deputation appointment immediately.
4. Shortlisted applicants may be called for interview at this Institute and no travel expenses will be paid on account of attending the interview.
5. Canvassing in any form and/or bringing any influence (Political or otherwise), will disqualify a candidate.
6. WII reserves the right not to fill up the post advertised if the circumstances so warrant in public interest.



**Registrar
Wildlife Institute of India
Dehradun**

PROFORMA FOR APPLICATION FOR THE POST ON DEPUTATION AT WII

1. Name of post applied _____
2. Name (In Capital Letters) _____
3. Name of Present Office _____
4. Current Post _____
5. Correspondence Address _____
6. Date of Birth _____
7. Mobile No. _____ *Alternate Mobile No.* _____
8. Email Id _____
9. Date of Retirement _____
10. Educational Qualifications: _____

(a) (Starting from highest qualification to lowest. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

S. No.	Educational Qualification	Name of Education Board/University

(b) Details of Training Programme attended:

S.No	Details of Training Programme	Year of participation

11. Nature of present employment i.e., ad-hoc or Temporary or quasi- permanent or permanent.

12. Details of employment, in chronological order (Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient)

Ministry/ Department	Post held		Level in the Pay Matrix	Nature of duties
	From	To		

Signature of Candidate _____

Address _____

Service particulars given by the applicant are verified with reference to service records and found to be correct.

Signature with seal of the Competent Authority