

## TERMS & CONDITIONS

The initial period of recruitment will be for one year which may be extended depending on the candidate's performance and the project needs. The work description, essential and desirable qualifications, age (as on date of advertisement) and monthly emoluments for the required position are given in **Annexure – 1**.

### How to Apply

#### MODE OF SELECTION

1. Selection for positions Sl. no. 1-22 (Annexure 1) will be based on an online written essay and/or multiple-choice questions (MCQ) followed by a personal interview conducted through video conferencing. Candidates applying for positions Sl. no. 23-25 (Annexure 1) will be called for a personal interview (via video conferencing) after screening of the application.
2. The online written exam will be for one hour and comprise of a 300-word essay and 30 MCQs based on the knowledge of Ecology, Conservation Biology, Sampling techniques, Life Sciences, Conservation Genetics, Biotechnology, Biochemistry, GIS, Remote Sensing, Geo-informatics and their application in wildlife conservation and relevant conservation issues. For the post of Scientific Administrative Assistant (Sl. no 4 and 12 in Annexure 1) the essay topic shall be on a general topic or a letter drafted for office use (30 marks).
3. The candidates that qualify the written essay and whose applications are selected will be notified through our website ([www.wii.gov.in](http://www.wii.gov.in)) and email for the personal interview.
4. All original documents/certificates must be produced at the time of joining for necessary verification. If there will be any discrepancy in the document submitted at the time of verification, the selection of the candidate will be cancelled.
5. The written test is of a qualifying nature and only the shortlisted candidates will be called for the personal interview. The final selection of the candidate will be in accordance with the performance in the interview and in order of merit as decided by the Interview Committee.

#### REGISTRATION

1. The entire process for registration shall be "Online". Details for online registration and test will be hosted on the WII's website (<http://www.wii.gov.in/>) under recruitment section. Online Registration will close on **24<sup>th</sup> August 2022**, which is the last date of receipt of application. Registration fees of **Rs. 500** will be charged.
2. Candidates can apply for a maximum of **TWO posts** (overall)
3. All eligible interested candidates are advised to follow the latest updates on WII's website (<http://www.wii.gov.in/>) under recruitment section for online registration link.
4. Candidates will be required to enter their personal, educational and professional experience profiles online besides uploading a recent passport size photograph.
5. Candidates must mention the Project Position applied for in their applications.

## WRITTEN EXAM

1. Examination shall be conducted on **4<sup>th</sup> September 2022**.
2. Examination shall be conducted in 10 cities which are Bengaluru, Bhopal, Lucknow, Dehradun, Guwahati, Hyderabad, Jammu, Kolkata, Mumbai and New Delhi. WII has reserve and rights to change examination cities, if required
3. Candidates who have applied for two positions will attempt the exam only once.
4. Late submission will not be considered and incase of multiple submission, test submitted within the mentioned time period will be considered for evaluation.
5. Detailed instructions about the procedure will also be communicated via email to the selected candidates

## General Terms and conditions

1. Incomplete applications/ application sent by Post/applications are liable to be rejected.
2. Mere fulfilment of the minimum advertised qualification and experience requirement DOES NOT automatically entitle an applicant to be called for written test / interview. The decision of the Institute in all matters relating to eligibility, acceptance or rejection of application, mode of selection will be final and binding on the candidates and no enquiry or correspondence will be entertained from any individual or his / her agency.
3. **Candidates not in possession of final year mark sheet will not be eligible to apply.**
4. At the time of the verification of original documents or even after selection, if it is found that an attempt has been made by the applicant to willfully conceal, misrepresent or canvass the facts, such applicant will not be considered for selection and due action will be taken.
5. Age relaxation: Relaxation in upper age shall be allowed in accordance with the Government of India, Ministry of Personnel, Public Grievances and Pensions (Department of Personnel & Training)OM NO. 1501282/2010-Estt.(D) dated 27.03.2012 as amended from time to time. However, the categories of upper age relaxation are as follows:
  - a. Scheduled Castes, Scheduled Tribes and women candidates up to 5 years.
  - b. Other Backward Class (OBC) up to 3 years.
6. The Director WII, reserves the right to reject any candidature in view of incomplete information provided by the candidate or for any other reason thereof.

Registrar