



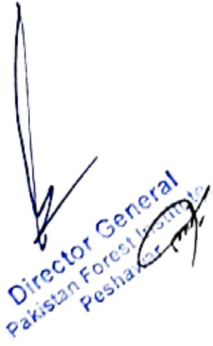
JOB DESCRIPTION OF STAFF (BPS-17 TO BPS-20) OF PAKISTAN FOREST INSTITUTE

S.#	Designation	Job Description
1.	Director General (BPS-20)	<p>As head of the Institute he/she is responsible for initiation and implementation of overall policy and legislation, where needed. As head of Attached Department reporting directly to Secretary FEW, his major duties and responsibilities are to facilities Research; Education and Training in Forestry and allied Disciplines as follows:</p> <ol style="list-style-type: none"> 1. Control over Accounts, Finance, Human Resource, ADP Schemes and local/foreign funded Projects in the Institute. 2. Review performance of all officers of PFI to ensure quality service delivery. 3. Issuance of policy guidelines pertaining to research, education and training at PFI. 4. Liaison with other Provincial Governments, Sub-National Governments, and Federal Government in connection with PFI and Administrative Department with regard to research, training and education in forestry and allied disciplines. 5. Ensuring timely publication of Pakistan Journal of Forestry and Annual Progress Report of PFI. 6. Any other task assigned by the Administrative Department.
2.	Additional Director General (Education) (BPS-20)	<p>As team leader for Forest Education and Forest Products Division, responsible for human and financial resources and efficient utilization of the resources under his control. His major duties and responsibilities are to facilitate the staff of the concerned Divisions as follows:</p> <ol style="list-style-type: none"> 1. Control over finance and accounts with regard to concerned Divisions. 2. Up-dating the DG, PFI about funding issues, submitting proposals and projects for development and improvement of concerned divisions and according sanction wherever required. 3. Facilitating Forest and Wildlife Departments of Provincial Governments of all federating units and other organizations in connection with pre-service training in forestry and wildlife. 4. Updating the DG PFI on the performance and assessment of the staff working under his supervision. 5. Coordination and liaison with all concerned organizations for various operations and student affairs regarding forestry education and products divisions and suggesting ways and means for course correction. 6. Monitoring the efficiency of faculty (both regular and visiting) for ensuring quality education and suggest remedial measures wherever required. 7. Devising and executing policy initiatives of the Government to improve Forestry Education curricula and update it with the emerging scenario in the natural resources management in line with the national and international perspective. 8. Ensuring timely execution of the activities as per planned schedule including development of admission criteria, conducting exams, tours, etc. 9. Supervising and monitoring of the activities, both in laboratory and field of the concerned Divisions. 10. Identifying and prioritizing the relevant research issues in consultation with respective Divisions and Organizations for efficient utilization of public money and to address the research issues faced by the concerned departments in managing the resources and its sustainable use. 11. Ensuring that staff of the concerned Divisions conduct tours periodically and accompany the students during relevant field tours. 12. Ensuring that the officers of concerned Divisions conduct research and deliver lectures to students and trainees.

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 Pakistan Forest Institute
 Peshawar

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		<p>13. Ensuring that the officers of concerned Divisions publish their research works in Pakistan Journal of Forestry and HEC recognized Journals on regular basis.</p> <p>14. Any other task assigned by the DG, PFI.</p>
3.	Additional Director General (Biological Sciences) (BPS-20)	<p>As team leader for Biological Sciences and Non-Timber Forest Produce Divisions, responsible for human and financial resources, and efficient utilization of the resources under his control. His major duties and responsibilities are facilitate the staff of the concerned Divisions as follows:</p> <ol style="list-style-type: none"> 1. Control over finance and accounts with regard to concerned Divisions. 2. Up-dating DG, PFI about funding issues, submitting proposals and projects for development and improvement of concerned divisions and accord sanction wherever required. 3. Updating DG PFI on the performance and assessment of the staff working under his supervision. 4. Supervising and monitoring of the activities, both in laboratory and field of NTFP & Biological Science Research Divisions. 5. Identifying and prioritizing the relevant research issues in consultation with respective Divisions and Organizations for efficient utilization of public money and to address the research issues faced by the concerned departments in managing the resources and its sustainable use. 6. Ensuring that staff of the concerned Divisions conduct tours periodically and accompany the students during relevant field tours. 7. Ensuring that the officers of concerned Divisions conduct research and deliver lectures to students and trainees. 8. Ensuring that the officers of concerned Davison publish their research works in Pakistan Journal of Forestry and HEC recognized Journals on regular basis. 9. Any other task assigned by the Director General, PFI.
4.	<p>Additional Director General (Forestry Research) (BPS-20)</p> 	<p>As team leader for Forestry Research and Biodiversity Research Divisions, responsible for human and financial resources and efficient utilization of the resources under his control. His major duties and responsibilities are to facilitate the staff of the concerned Divisions as follows:</p> <ol style="list-style-type: none"> 1. Control over finance and accounts with regard to concerned Divisions. 2. Up-dating DG, PFI about funding issues, submitting proposals and projects for development and improvement of concerned divisions and accord sanction wherever required. 3. Updating DG PFI on the performance and assessment of the staff working under his supervision. 4. Supervising and monitoring of the activities, both in laboratory and field of Forestry Research and Biodiversity Research Divisions. 5. Identifying and prioritizing the relevant research issues in consultation with respective Divisions and Organizations for efficient utilization of public money and to address the research issues faced by the concerned departments in managing the resources and its sustainable use. 6. Ensuring that staff of the concerned Divisions conduct tours periodically and accompany the students during relevant field tours. 7. Ensuring that the officers of concerned Divisions conduct research and deliver lectures to students and trainees. 8. Ensuring that the officers of concerned Divisions publish their research works in Pakistan Journal of Forestry and HEC recognized Journals on regular basis. 9. Any other task assigned by the Director General, PFI.

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5.	Director, Bio-diversity Research Division (BPS-19)	<p>As head of Biodiversity Research Division, he will be responsible for efficient utilization of the human and financial resources under his control and maintain books of account and auditable record. His major duties and responsibilities are to facilitate the staff of the Biodiversity Division as follows:</p> <ol style="list-style-type: none"> 1. Preparation of research proposals and projects in consultation with Additional Director General (Forestry Research.) 2. Undertaking and facilitating tours of subordinate staff in the Biodiversity Research Division. 3. Conducting research pertaining to the field of biodiversity. 4. Delivering lectures to Forestry students and trainees. 5. Ensuring that his subordinate officers regularly publish their research work in Pakistan Journal of Forestry and HEC recognized Journals. 6. Publishing atleast one research article every year as Principle Author in HEC recognized Journals. 7. Providing material for disseminating among the concerned organizations, educational institutions, and general public. 8. Updating ADG (Forestry Research) about progress, issues and performance of the Division on regular basis. 9. Any other task assigned by the Director General, PFI and ADG (Forestry Research)
6.	Director, Biological Sciences Research Division (BPS-19) 	<p>As head of Biological Sciences Research Division, he will be responsible for efficient utilization of the human and financial resources under his control and maintain books of account and auditable record. His major duties and responsibilities are to facilitate the staff of the Biodiversity Division as follows:</p> <ol style="list-style-type: none"> 1. Preparing research proposals and projects in consultation with Additional Director General (Biological Sciences). 2. Undertaking and facilitate tours of subordinate staff in the Biological Sciences Research Division 3. Conducting research pertaining to Biological Sciences Research Division. 4. Delivering lectures to Forestry classes. 5. Ensuring that he and his subordinate officers regularly publish their research work in Pakistan Journal of Forestry as research articles on regular basis. 6. Publishing at least one research article each year as principal author in HEC recognized Journal. 7. Providing material for disseminating among the concerned organizations, educational institutions, and general public. 8. Updating ADG (Biological Sciences) about progress, issues and performance of the Division on regular basis. 9. Any other task assigned by the Director General, PFI and ADG (Biological Sciences)
7.	Director, Forest Education Division (BPS-19)	<p>As head of Forest Education Division, he will be responsible for efficient utilization of the human and financial resources under his control and maintain books of account and auditable record including the Students Fund. His major duties and responsibilities are to facilitate the staff of the Education Division as follows:</p> <ol style="list-style-type: none"> 1. Delivering lectures to M.Sc and BS Forestry Classes and trainee of forest and wildlife departments. 2. Planning and organizing field tours of students. 3. Assisting the Additional Director General (Edu) about funding issues, submit proposals and

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		<p>projects for development and improvement of Education division and accord sanctions wherever required.</p> <ol style="list-style-type: none"> 4. Conducting training of officers of Forest and Wildlife Departments in case of graduates of other universities and those incumbents elevated to officer's rank as provided in the prevailing service rules. 5. Assisting the ADG (Edu) for maintaining the efficiency of faculty (both regular and visiting) for ensuring quality education and suggest remedial measures wherever required. 6. Assisting ADG (Edu) in policy initiatives of the Government to improve Forestry Education curricula as updated with the emerging scenario in the natural resource management in line with the national and international perspectives. 7. Ensuring timely execution of the activities as per planned schedule including development of admission criteria, conducting exams, tours, etc. 8. Ensuring health and safety measures of students both in college and hostels and also guarantee discipline and sound moral behavior of students 9. Keeping ADG (Edu) up-dated about progress of the Division, issues and performance of staff. 10. Any other task assigned by the Director General, PFI and ADG (Education).
8.	<p>Director, Forest Products Research Division (BPS-19)</p> 	<p>As head of Forest Products Research Division, he will be responsible for efficient utilization of the human and financial resources under his control and maintain books of account and auditable record. His major duties and responsibilities are to facilitate the staff of the Forest Products Research Division as follows:</p> <ol style="list-style-type: none"> 1. Preparation of research proposals and projects in consultation with Additional Director General (Education.) 2. Undertaking and facilitating tours of subordinate staff in the Forest Products Research Division. 3. Conducting research pertaining to the fields of Forest Products. 4. Delivering lectures to Forestry students and trainees. 5. Ensuring that his subordinate officers regularly publish their research work in Pakistan Journal of Forestry and HEC recognized Journals. 6. Publishing at least one research article every year as Principal Author in HEC recognized Journals. 7. Providing material for disseminating among the concerned organizations, educational institutions, and general public. 8. Updating ADG (Edu) about progress, issues and performance of the Division on regular basis. 9. Developing linkages with wood based industries and other stakeholders. 10. Ensuring safety measures of the staff working in different workshops of the division. 11. Operationalize and maintain all equipment installed in different workshops of Forest Products Research Division. 12. Designing and conducting training for relevant stakeholders for efficient utilization of wood. 13. Any other task assigned by the Director General, PFI and ADG (Edu).
9.	<p>Director, Forestry Research Division (BPS-19)</p>	<p>As head of Forestry Research Division, he will be responsible for efficient utilization of the human and financial resources under his control and maintain books of account and auditable record. His major duties and responsibilities are to facilitate the staff of the Forestry Research Division as follows:</p> <ol style="list-style-type: none"> 1. Preparation of research proposals and projects in consultation with Additional Director General (Forestry Research.)

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		<ol style="list-style-type: none"> Monitoring the activities of staff both in Laboratories, nurseries and field of Forestry Research Division Undertaking and facilitating tours of subordinate staff in the Forestry Research Division. Conducting research pertaining to the field of Forestry Research. Delivering lectures to Forestry students and trainees. Ensuring that his subordinate officers regularly publish their research work in Pakistan Journal of Forestry and HEC recognized Journals. Publishing atleast one research article every year as Principle Author in HEC recognized Journals. Providing material for disseminating among the concerned organizations, educational institutions, and general public. Updating ADG (Forestry Research) about progress, issues and performance of the Division on regular basis. Developing linkages with concerned Forest Departments for various silvicultural operations and suggest ways and means for course correction. Any other task assigned by the Director General, PFI and ADG (Forestry Research).
10.	Director, Non-Timber Forest Produce Division (BPS-19)	<p>As Head of Non-Timber Forest Produce (NTFP) Division, he will be responsible for efficient utilization of the human and financial resources under his control. His major duties and responsibilities are as follows:</p> <ol style="list-style-type: none"> Monitoring the activities, both in Laboratory and field of the NTFP Division. Preparation of research proposals and projects in consultation with Additional Director General (Biological Sciences). Conduct research pertaining to NTFP Division. Plan and facilitate tours of staff of the NTFP Division Publish at least one research article per year as a Principal author in an HEC recognized journal. Establish linkages and coordinate with other organizations in consultation with ADG (Bio. Sciences) Deliver lectures to Forestry classes and other trainees. Promote NTFP products for value addition. Providing material for disseminating among the concerned organizations, educational institutions, and general public. Up-date ADG (Bio. Sciences) regularly up-dated the progress of the Division. Any other task assigned by the ADG (Bio. Sciences) and DG, PFI.
11.	Extension Specialist (BPS-18)	<ol style="list-style-type: none"> Ensuring timely publication of Pakistan Journal of Forestry Reporting upon the officers who fail to timely submit the research work. Ensuring publicity of the main events of the Institute. Publishing annual progress report. Maintenance of the PFI Museum, Library and Website.
12.	Forest Botanist (BPS-18)	<ol style="list-style-type: none"> To plan, organize, conduct, guide and supervise research in plant ecology, plant taxonomy and allied disciplines. Teach plant taxonomy to MS/MSc and BS. Forestry classes. Publishing at least one research article each year as principal author in HEC recognized Journals.
13.	Forest Chemist (BPS-18)	<ol style="list-style-type: none"> Planning, guiding and supervising research projects of Bio-Chemistry and Soil Chemistry sections of the Branch. Delivering lectures to Forestry Classes. Writing research papers based on research findings.

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		4. Furnishing information to enquiries related to forest, bio, soil and wood chemistry. 5. Publishing at least one research article each year as principal author in HEC recognized Journals.
14.	Forest Economist (BPS-18)	1. Conceiving research in Forest Economics 2. Conducting meaningful research in all aspects of Forest Economics 3. Delivering lectures to Forestry Classes 4. Conducting financial and economic analysis of forestry and wildlife projects. 5. Publishing at least one research article each year as principal author in HEC recognized Journals.
15.	Assistant Professor of Forestry (BPS-18)	1. Imparting education to forestry students and conduct field tours of forestry classes. 2. Conducting work related to examinations under the supervision of the Director Forest Education. 3. Performing Hostel Warden's duty and supervising sports activities. 4. Supervising research thesis of students. 5. Any other task assigned by the Director Education.
16.	Central Silviculturist (BPS-18)	1. Planning and execution of research studies pertaining to Silviculture. 2. Extending consultancy services to the staff of Provincial Forest Departments and other organizations and farmers in respect of afforestation problems. 3. Supervision of research work and imparting necessary guidance to the researchers under his supervision. 4. Delivering lectures to Forestry Classes and efficient administration of the Silviculture Branch. 5. Implementation of approved Research Program. 6. Publishing at least one research article each year as a principal author in HEC recognized Journals. 7. Any other task assigned by Director Forestry Research Division.
17.	Deputy Director (Technical) (BPS-18) (Being re-designated to Deputy Director (Admn))	To assist the Director General, PFI in the discharge of his duties / Job Description
18.	Forest Entomologist (BPS-18)	1. Plan, organize and conduct research in the field of Forest Entomology and Ecology. 2. Evolve effective methods of pests control 3. Organize and supervise research in Apiculture 4. Deliver lectures to Forestry classes and other trainees. 5. Publish at least one research article as principal author in an HEC recognized journal.
19.	Forest Geneticist (BPS-18)	1. Conceiving and developing research in tree improvement and Forest Genetics. 2. Conducting applied research on all important tree species for determining better strains. 3. Conduct research through non-conventional tools (bio-technology) for tree improvement. 4. Deliver lectures to Forestry classes and other trainees. 5. Publish at least one research article as principal author in an HEC recognized journal.
20.	Forest Mensuration Officer (BPS-18)	1. Conceiving and conducting meaningful research in forest mensuration. 2. Preparation of study plans & implementation of approved research program. 3. Layout of experiment in the field, their maintenance, data collection and analysis. 4. Efficient administration of Forest Mensuration Branch. 5. Delivering lectures to Forestry Classes. 6. Publishing at least one research article each year as a principal author in HEC recognized Journals. 7. Any other task assigned by Director Forestry Research Division.

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21.	Forest Pathologist (BPS-18)	<ol style="list-style-type: none"> 1. Planning, organize and conduct research on the Pathological problems relating to forest trees growing in different forest areas of Pakistan. 2. Surveying of the tree diseases; determining of causal organisms 3. Evolving of suitable remedial measures against the destructive pathogens. 4. Publishing at least two research articles each year as principal author in any relevant research journal of repute.
22.	GIS Specialist (BPS-18)	<ol style="list-style-type: none"> 1. Conceiving and conducting meaningful research in Geographic information System / Remote Sensing. 2. Supervision of Staff of GIS/RS Laboratory. 3. Facilitating other researchers/officers of PFI in mapping and research work related to GIS/RS. 4. Delivering lectures to Forestry Classes. 5. Updating forest cover maps. 6. Any other task assigned by ADG (Forestry Research) and Director Forestry Research Division.
23.	In-charge Medical Officer (BPS-18)	<ol style="list-style-type: none"> 1. Providing medical facilities to PFI Employees and their families 2. Providing medical facilities to PFI Students. 3. Conduct Annual Medical Check-up of PFI Employees. 4. Delivering lectures to Forestry Classes on First Aid. 5. Any other task assigned by the Director General, PFI.
24.	Logging Officer (BPS-18)	<ol style="list-style-type: none"> 1. Conceiving research needs in the field of the Wood Science and Technology. 2. Conducting research in all aspects from tree harvesting up to wood utilization. 3. Conducting research on determination of appropriate timber sizes for onward use by the end user. 4. Delivering lectures to forestry students in relevant field 5. Publishing at least 01 article each year in HEC recognized journal.
25.	Medicinal Plant Botanist (BPS-18)	<ol style="list-style-type: none"> 1. Conduct qualitative and quantitative surveys of medicinal plants 2. Cultivation and regeneration of medicinal plants on research farms established at various locations in the forests 3. Conduct surveys of drug markets to build up herbarium containing drug specimens found in Pakistan. 4. Disseminate knowledge and availability of medicinal plants to the interested public and the pharmaceutical industries. 5. Deliver lectures to Forestry classes and other trainees. 6. Publish at least one research article as principal author in an HEC recognized journal.
26.	Range Management Officer (BPS-18)	<ol style="list-style-type: none"> 1. Conceiving the development of research in Range Management. 2. Conducting meaningful research in Range Management. 3. Delivering lectures to Forestry Classes. 4. Efficient administration of Range Management Branch. 5. Publish at least one research article as principal author in an HEC recognized journal.
27.	Senior Pulp & Paper Officer (BPS-18)	<ol style="list-style-type: none"> 1. Planning and organizing research on different aspects of Pulp and Paper in Pakistan 2. Conducting research on the appropriate and economic pulping and paper making processes for different local raw materials 3. Delivering lectures to Forestry Classes 4. Publish at least one research article each year as a principal author in HEC recognized research journal.

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28.	Senior Research Officer (BPS-18)	<ol style="list-style-type: none"> 1. Designing of research studies and their efficient execution. 2. Supervision of the staff in respect of conducting research experiments and collection of research data. 3. Analysis of data and preparation of research reports. 4. Delivering lectures to Forestry Classes and guiding students for their research work. 5. Analysis of data and preparation of research reports. 6. Publishing at least one research article each year as a principal author in HEC recognized Journals. 7. Any other task assigned by ADG (Forestry Research) and Director Forestry Research Division.
29.	Senior Research Officer (Silkworm Breeding) (BPS-18)	<ol style="list-style-type: none"> 1. Rearing of pure and hybrid silk breeds 2. Selection of various stages for tracing back the parents by inbreeding through successive generations. 3. Proper maintenance of evolved pure races for production of hybrids to replace deteriorating stock 4. Developing Rearing Modules of silkworm 5. Deliver lectures to Forestry classes and other trainees. 6. Publishing at least one research article as principal author in an HEC recognized journal.
30.	Senior Research Officer (Silkworm Pathology) (BPS-18)	<ol style="list-style-type: none"> 1. Study fungal, bacterial, protozoa and other diseases of silkworm 2. Investigate the effect of climatic changes on disease occurrence and spread 3. Develop disinfection methods of rearing houses and appliances for cure and prevention of the disease 4. Deliver lectures to Forestry classes and other trainees. 5. Publish at least one research article as principal author in an HEC recognized journal.
31.	Soil Chemist (BPS-18)	<ol style="list-style-type: none"> 1. Planning and execution of analytical work of Soil and Water suitability. 2. Determination of physico-chemical characteristics of Forest Soils for judging their fitness for planting indigenous and exotic fast-growing trees. 3. Standardizing the fertilizer application techniques and appropriate dosage of fertilizers for better tree growth. 4. Determination of salinity and alkalinity of soils and suggesting salt tolerant tree species for planting. 5. Selection of site from soil and water suitability point of view for afforestation programmes. 6. Delivering lectures to Forestry Classes. 7. Publishing at least one research article each year as principal author in HEC recognized Journal.
32.	Watershed Management Specialist (BPS-18)	<ol style="list-style-type: none"> 1. Conceiving the development of research in Watershed Management. 2. Conducting meaningful research in Watershed Management. 3. Delivering lectures to Forestry Classes. 4. Efficient administration of Watershed Management Branch. 5. Analysis of data and preparation of research reports. 6. Publishing at least one research article each year as a principal author in HEC recognized Journals. 7. Any other task assigned by Director Forestry Research Division.
33.	Wildlife Management Specialist (BPS-18)	<ol style="list-style-type: none"> 1. Conceiving the development of research in Wildlife Management. 2. Conducting meaningful research in Wildlife Management. 3. Implementation of approved research programme and administration of wildlife management

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		<p>branch.</p> <ol style="list-style-type: none"> Guiding researchers in studies in wildlife habitats population dynamics, surveys etc. Teaching wildlife management at graduate and post graduate level in forestry. Publishing at least one research article each year as a principal author in HEC recognized Journals. Any other task assigned by Director Biodiversity Research Division.
34.	Wood Seasoning & Preservation Officer (BPS-18)	<ol style="list-style-type: none"> Conceive and conduct meaningful research relating to wood seasoning and preservation techniques and timber mechanics Conducting research in wood seasoning and preservation to improve the durability and life of the finished products To publish at least one research article each year as a principal author in HEC recognized research journal.
35.	Assistant Composite Wood Officer (BPS-17)	<ol style="list-style-type: none"> Conducting research on the utilization of local resources in the manufacture of composite wood products. Collection, Compilation and analysis of scientific data. Delivering lectures to Forestry Classes. To publish at least one research article each year as a principal author in HEC recognized research journal.
36.	Assistant Economic Botanist (BPS-17)	<ol style="list-style-type: none"> Carry out the survey of medicinal plants in different parts of Pakistan. To conduct research on the regeneration and cultivation of medicinal plants on experimental farms established at various locations in the forests for finding out agronomical and cultural requirements of the drug crops under the guidance of medicinal Plants Botanist. To conduct surveys of drug markets for determining the supply and demand position of various crude drugs in the market. To deliver lectures to Forestry Classes. To help in compilation of Annual Technical Report. To publish at least one research article each year as a principal author in HEC recognized research journal.
37.	Assistant Forest Chemist (BPS-17)	<ol style="list-style-type: none"> Research in Plant Bio-chemistry. To write research papers based on research findings. To assist in furnishing information of queries related to Forest Chemistry. Delivering lectures to Forestry Classes. To publish at least one research article each year as a principal author in HEC recognized research journal.
38.	Assistant Forest Ecologist (BPS-17)	<ol style="list-style-type: none"> To conduct research in Forest Ecology Study of natural vegetation and assessment of forest sites for regeneration and productivity Teaching plant taxonomy and general Botany to Forestry students. To publish at least one research article each year as a principal author in HEC recognized research journal.
39.	Assistant Forest Economist (BPS-17)	<ol style="list-style-type: none"> Conducting meaningful research in all aspects of Forest Economics. Collection, compilation and analyses of scientific data in the field of Economics. Delivering lectures to Forestry Classes. To publish at least one research article each year as a principal author in HEC recognized research journal.
40.	Assistant Forest Engineer (BPS-17)	<ol style="list-style-type: none"> To conduct research in the field of Forest Engineering To conduct survey practical for forestry students during survey camp. To train the field staff in operating and handling the forest surveying instruments/ equipment.

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		4. To deliver lectures to BS and MS Forestry Classes. 5. To prepare estimates and supervise the construction/ repair & maintenance of civil works of PFI building Complex under supervision of the Director General, PFI.
41.	Assistant Forest Entomologist (BPS-17)	1. To study forest insect pests, their bionomics and ecology. 2. To evolve effective forest insect pests control methods.. 3. To conduct research and development in Apiculture. 4. Compile and analyze research data, and reports & research articles. 5. Deliver lectures on Forest Entomology and Forest Zoology. 6. To publish at least one research article each year as a principal author in HEC recognized research journal.
42.	Assistant Forest Geneticist (BPS-17)	1. Conducting research on genetics and tree improvement. 2. Collection, compilation and analysis of scientific data. 3. Delivering lectures to Forestry Classes. 4. To publish at least one research article each year as a principal author in HEC recognized research journal.
43.	Assistant Silviculturist (BPS-17)	1. Conducting creative and meaningful research in Silviculture. 2. Assisting Central Silviculturist in all aspects pertaining to the implementation of research programs. 3. Preparation of study plans for efficient execution of research. 1. Supervision of nursery and collecting field data, analysis and writing of research reports / articles. 2. Delivering lectures to Forestry Classes. 3. To publish at least one research article each year as a principal author in HEC recognized research journal.
44.	Assistant Silviculturist (Mensuration) (BPS-17)	1. To conduct creative and meaningful research in Forest Mensuration. 2. To assist Forest Mensuration Officer in research work 3. To supervise data collection in field, compilation and analysis of data, and writing of research papers & articles. 4. To deliver lectures to Forestry Classes. 5. To publish at least one research article each year as a principal author in HEC recognized research journal.
45.	Assistant Silviculturist (Silva) (BPS-17)	1. To conduct creative and meaningful research Silviculture. 2. To establish field trials for testing adaptability and growth performance of different forest tree species. 3. To supervise data collection in field, compilation and analysis of data, and writing of research papers & articles. 4. To deliver lectures to Forestry Classes. 5. To publish at least one research article each year as a principal author in HEC recognized research journal.
46.	Assistant Silviculturist (Watershed) (BPS-17)	1. To conduct creative and meaningful research in Watershed and Hydrology. 2. To assist Watershed Management Specialist in research work 3. To supervise data collection in field, compilation and analysis of data. 4. To deliver lectures to Forestry Classes. 5. To publish at least one research article each year as a principal author in HEC recognized research journal.
47.	Assistant Wood Seasoning Officer (BPS-17)	1. Conducting research on full time basis in the field of wood seasoning and wood testing. 2. Collection, compilation and analysis of the scientific data. 3. Providing assistance to the Wood Seasoning Officer in the writing up of the reports and

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		scientific data. 4. Delivering lectures to Forestry Classes. 5. To publish at least one research article each year as a principal author in HEC recognized research journal.
48.	Assistant Wood Technologist (BPS-17)	1. Conducting research in the field of wood structure and identification. 2. Collection, compilation and analysis of the scientific data. 3. Providing assistance to the Director, Forest Products Research 4. Writing up of the research reports/articles on wood structure and identification. 5. Delivering lectures to Forestry Classes. 6. To publish at least one research article each year as a principal author in HEC recognized research journal.
49.	Assistant Wood Technology Officer (BPs-17)	1. Conducting research in the field of Wood structure and identification. 2. Collection, compilation and analysis of the scientific data. 3. Providing assistance to the Director, Forest Products Research reports on Wood Structure and identification. 4. To publish at least one research article each year as a principal author in HEC recognized research journal.
50.	Bio-Chemist (BPS-17)	1. Research in Plant Bio-Chemistry on aspects related to chemical exploitation of natural drug plants. 2. Assisting the Forest Chemist in the implementation of research program. 3. Providing information on chemical aspects of drug plants related to industry. 4. Delivering lectures to Forestry Classes. 5. To publish at least one research article each year as a principal author in HEC recognized research journal.
51.	Female Medical Officer (BPS-17)	1. To provide medical facilities to female employees and female family members of the PFI employees. 2. To provide medical facilities to female students of PFI. 3. To treat the patients in the labour room. 4. To conduct Annual Medical Check-up of female PFI Employees. 5. Medical check-up of fresh female PFI appointees 6. Any other task assigned by the Director General, PFI.
52.	Forest Manager	1. To conduct research in the field of logging and Forest Engineering. 2. To analyze data on various experiments in the field of logging and Forest Engineering. 3. To train forest workers in operation and maintenance of forest machines. 4. To publish at least one research article each year as a principal author in HEC recognized research journal.
53.	Lecturer in Forestry (BPS-17)	1. To impart education to forestry students 2. To conduct field tours of forestry classes. 3. To maintain students discipline and supervise sports and other extra-curricular activities of the students. 4. To conduct research in one's own specialty.
54.	Plant Physiologist (BPS-17)	1. To conduct Research in Plant Physiology. 2. Teaching to BSc. and MSc Forestry Students. 3. To publish at least one research article each year as a principal author in HEC recognized research journal.
55.	Plant Taxonomist (BPS-17)	1. To conduct Research in Plant Taxonomy and identification of different plant species. 2. Deliver lectures to Forestry Classes. 3. To publish at least one research article each year as a principal author in HEC recognized research journal.

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56.	Pulp & Paper Officer (Chemistry) (BPS-17)	<ol style="list-style-type: none"> 1. Conducting research in Pulp and Paper processes from different local wood species. 2. Delivering lectures to Forestry Classes. 3. To publish at least one research article each year as a principal author in HEC recognized research journal.
57.	Pulp & Paper Officer (Technology) (BPS-17)	<ol style="list-style-type: none"> 1. Conducting research on different aspects of Pulp and Paper Production in Pakistan. 2. Collection, Compilation and analysis of scientific data. 3. Delivering lectures to Forestry Classes. 4. To publish at least one research article each year as a principal author in HEC recognized research journal.
58.	Research Officer (BPS-17)	<ol style="list-style-type: none"> 1. Conducting Research in Farm Forestry at different field stations. 2. To publish at least one research article each year as a principal author in HEC recognized research journal.
59.	Research Officer (Cocoon & Silk Technology)	<ol style="list-style-type: none"> 1. To study economic, chemical and physical properties of silkworm cocoon. 2. To study chemical, physical and mechanical properties of silk filament 3. To develop cocoon reeling and filament twisting methods. 4. To conduct research on moriculture. 5. To compile and analyze research data, disseminate research findings in the form of scientific papers, brochures and article 6. Deliver lectures on Sericulture 7. To publish at least one research article each year as a principal author in HEC recognized research journal.
60.	Research Officer (Silkworm Rearing) (BPS-17)	<ol style="list-style-type: none"> 1. To workout most optimum range of temperature and humidity for rearing of silkworms in controlled conditions. 2. To demarcate areas naturally available for raising multiple silkworm crops in a year and arrange test rearing on field scale. 3. To develop temperature and humidity control devices for rearing houses suited for different climate zones 4. To rear wide variety of silkworm with the means of multiple crop of silkworm in a year. 5. To arrange demonstrations/trainings for the benefit of private silkworm rearers. 6. To publish at least one research article each year as a principal author in HEC recognized research journal.
61.	Research Officer (Soil) (BPS-17)	<ol style="list-style-type: none"> 1. To assist Soil Chemist in execution of analytical work of Soil and Water suitability. 2. To conduct field survey, collection of soil samples, carrying out soil analysis in laboratory and compilation of results/ report. 3. To deliver lectures to Forestry Classes. 4. To publish at least one research article each year as a principal author in HEC recognized research journal.
62.	Research Officer (Watershed Sociology) (BPS-17)	<ol style="list-style-type: none"> 1. Responsible for laying out studies in the field of Forest Sociology for investigating the effect of different forest use on water and sediment yield in Pakistan. 2. Conducting research on intercept losses, evapotranspiration characteristics of broad leaved and coniferous tree species. 3. To layout studies on consumptive use of water of different tree species. 4. To publish at least one research article each year as a principal author in HEC recognized research journal.
63.	Research Officer (Pathology) (BPS-17)	<ol style="list-style-type: none"> 1. To conduct research work in the field of Forest Pathology. 2. To conduct surveys, collection of infected samples, casual organisms and compilation of data. 3. To develop control methods of forest tree diseases. 4. To write research papers, reports & articles.

S.#	Designation	Job Description
		5. To deliver lectures to Forestry Classes. 6. To publish at least one research article each year as a principal author in HEC recognized research journal.
64.	Wildlife Biologist (BPS-17)	1. Research and Teaching in Wildlife Biology. 2. To publish at least one research article each year as a principal author in HEC recognized research journal.
65.	Wildlife Ecologist (BPS-17)	1. Research and Teaching in Wildlife Ecology. 2. To publish at least one research article each year as a principal author in HEC recognized research journal.
66.	Executive Officer (BPS-17)	1. To Assist the Director General, PFI in the discharge of his duties/Job Description. 2. To supervise General Watch-and-ward of PFI Estate, 3. To keep liaison with Pak-PWD / C&W and relevant departments for maintenance of water supply, lighting, building, roads, etc. 4. To maintain pool vehicles. 5. To maintain lawns, compounds and open spaces in PFI Estate. 6. To keep cleanliness of the Estate. 7. To deal with court cases/litigations related to land/ Estate disputes. 8. Any other task assigned by the Director General, PFI.
67.	Administrative Officer (BPS-17)	1. Overall responsibility for respective sections, maintenance of official records and efficiency of official correspondence. 2. To assist the Director General, PFI in addition to budgeting and accounting. 3. Any other task assigned by the Director General, PFI.


 Director General
 Pakistan Forest Institute,
 Peshawar