

GOVERNMENT OF ODISHA

INFORMATION & PUBLIC RELATIONS DEPARTMENT

Loka Sampark Bhawan, Bhubaneswar- 751001

ADVERTISEMENT

Applications are invited from interested retired Govt. Servants, below the age of 65 years, having good service records and physical fitness for engagement as Officer on Special Duty against 2(Two) vacant posts of Junior Data Entry Operator for a period 1(One) year or till the vacant posts are regularly filled up, whichever is earlier following the terms and conditions laid down in Resolution No. 23750 dated 27.08.2014 of General Administration Department. On engagement, he/she will be entitled to get consolidated monthly remuneration as per Para-2 of Finance Department Office Memorandum No. 24533/F, dated 29.09.2022.

Eligible and interested candidates may submit their applications in the prescribed proforma with copies of testimonials in support of their service records by registered post/ speed post/ by hand superscribing "**Application for engagement as OSD against the post of Junior Data Entry Operator**" so as to reach the Joint Secretary to Govt., I & P R Department, Loka Samparka Bhawan, Bhubaneswar- 751001 within 15(Fifteen) days from the date of publication of the advertisement.

The details of advertisement along with prescribed proforma application can be downloaded from I & P R Department website (<https://inpr.odisha.gov.in>).

if 22/3/23
Joint Secretary to Govt.



PROFORMA

Application for engagement as Officer on Special Duty (OSD) against the vacant post of Junior Data Entry Operator in I & P R Department

Affix one Passport
Size recent
Photograph

1. Name of the Applicant:
2. Father/ Husband's Name:
3. Date of Birth:
4. Date of Superannuation:
5. Post holding at the time of retirement:
6. Last basic pay drawing at the time of Retirement along with Pay Level:
(Supporting document to be enclosed)
7. Whether physically fit for the service: (Yes/No)
8. Whether any departmental proceedings or criminal cases are contemplated/pending against him/her or have been penalized for misconduct during the period of preceding five years of service: (Yes/ No)
9. Permanent Address:
10. Present Communication Address:
11. Contact Number:
12. E-mail Id:
13. Details of Service History and work assigned (An additional Sheet of Paper may be used and supporting documents be enclosed):

The information stated above are true to the best of my knowledge and belief.

Signature of the Applicant

