

**GOVERNMENT OF ODISHA  
REVENUE & DISASTER MANAGEMENT DEPARTMENT**

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Bhubaneswar, Dated the **24 NOV 2023**

**No. RDM-OEA-MISC-0006-2023- 41541/R&D.M.** Applications in the prescribed format (enclosed herewith) are invited from the interested retired Government Servants of Odisha Secretariat Service (OSS) cadre for engagement as Officer on Special Duty on contractual basis for base level work in Revenue & D.M. Department against the vacant posts of Assistant Section Officers in the Department in pursuance of guidelines enshrined in GA & PG Department Resolution No 23750/Gen, dated 27.08,2014 and in Finance Department Office Memorandum No 24533/F, dated 29.09.2022.

2. Number of vacancy: **02(Two)**.

3. The contractual engagement shall be made initially for a period of 01 (one) year or till regular posting of ASOs in the Department against the vacant posts, or shall not exceed 65 years of age whichever is earlier.

4. The eligibility criteria of candidates for appointment as OSD on contractual basis shall be as follows:

(i) Should belong to OSS Cadre not below the rank of Section Officer.

(ii) Officers who have retired from Government service on attaining the age of superannuation and the below the age of 65 years having good service records, physically fit and sound basic computer knowledge (MS word, MS Excel and OSWAS, e-mail etc.) are eligible for engagement.

(iii) Should not have any Disciplinary Proceedings or Vigilance Case or Criminal Cases instituted against her/ him during her/ his service period.

(iv) Should not have been penalized for misconduct during the last 5 years of service.

(v) Should not be a member of a political party.

5. The consolidated remuneration of the contractual employee shall be at the rate prescribed in the Finance Department O.M. No. 24533/F, dated 29.09.2022.

6. The appointee has to discharge such duties and in such a manner, as may be prescribed by Revenue & D.M. Department from time to time.

7. The period of contractual engagement shall not be counted as Government service for the purpose of pension and any other retirement benefits.

8. The engaged officer shall be subject to and abide by the prescribed Conduct Rules (Odisha Government Servants' Conduct Rules, 1959) applicable to the Government servant and liable to be proceeded against for their misconduct, omissions, and commissions as per the provisions under the Odisha Civil Services (Pension) Rules, 1992. The contractual engagement may be terminated at any time by the Competent Authority due to unsatisfactory performance of the re-employed officer by giving one month notice and in case of any misconduct including, but not limited to, misappropriation, negligence or causing loss to Government, without prior notice. In case the re-employed officer desires to resign from the engagement, she/ he shall do so by giving a month's notice in writing to the Competent Authority. After expiry of the notice period, the re-employed officer shall be relieved after handing over full charges of records to the relieving officer as decided by the Department.

9. The applicant shall furnish an Undertaking at the time of joining the duty in regard to truth and correctness of the information furnished by her/ him. She/ he shall have to furnish the prescribed undertakings and such other documents as may be required.

10. The Competent Authority reserves the right to reject any/ all applications without assigning any reason thereof.

The application along with biodata in the prescribed proforma shall be addressed to Shri Birendra Kumar Bhitria, Under Secretary to Government, Revenue & D.M. Department, Loka Seva Bhawan, Bhubaneswar, Dist: Khurda, PIN: 751001, and in the top right corner of the envelope there should be mention of "Application for the post of OSD in R & DM Department" and should reach the Department by **30.11.2023** by Registered/Speed post/ by hand. Applications received thereafter shall not be entertained.

Additional Secretary to Government.

PTO

Memo No. 41542 /R&D.M Dated: 24 NOV 2023

Copy forwarded to all Departments of Government for publication of this Notice in their Office Notice Board.

Memo No. 41543 /R&D.M Dated 24 NOV 2023

Copy forwarded to the e-Governance Branch, Revenue & D.M. Department with a request to display the notice on the website of Revenue & DM Department till the last date of receipt of application for wide publicity.

Additional Secretary to Government

Hk b

24/11/23

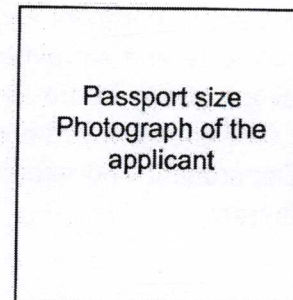
Additional Secretary to Government

Hk b

24/11/23

**Application form for engagement of retired OSS Cadre Government Servants in Revenue & D. M. Department, Government of Odisha, Bhubaneswar**

1. Name of the applicant:-
2. Father's/ Husband's Name:
3. Date of Birth (as per service book):-  
(attach self-attested copy of first page of service book or any other certificate in proof of date of birth should be attached)
4. Date of Retirement:-  
( attach self attested copy of retirement notice)
5. Permanent Address:-
6. Address for communication:-
7. Mobile /Whats App No/ e-Mail ID:-
8. Government Offices where he /she had worked:-



SL. No	Name of the Department	Designation	Duration		Total Period
			From	To	

9. Whether physically fit to discharge Government duties:
10. Whether, any Vigilance Case or Departmental Proceedings or Criminal Prosecution is contemplated or pending against the applicant or has been penalized for misconduct during the preceding five years? , If yes, furnish details:
11. Whether the applicant has been a member of any Political party after his/ her retirement:
12. Last Pay (Level in Pay Matrix under ORSP Rules, 2017) at the time of retirement (attach self attested copy of retirement month pay slip):
13. Period of engagement in any Department(s) after retirement, if any detail thereof:
14. Whether the applicant has Computer Knowledge (MS Word, MS Excel, OSWAS & e-mail etc):
15. Any other relevant information:-

24/11/23

**UNDERTAKING**

I do hereby declare that I shall abide by the terms and conditions as stipulated by Revenue & D.M. Department and all statements made in this application-cum-biodata form are true, complete and correct to the best of my knowledge and belief. I also undertake that in the event of any information being found false or incorrect or ineligibility being detected in future or after my re-engagement, action as deemed proper can be taken against me by the Department and immediate disengagement shall be made without assigning any reason thereof.

Place

Date:

(Full Signature of the Applicant)

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24/11/20