

**SPECIAL DEVELOPMENT COUNCIL, KORAPUT**

No. 2196 / Dtd. 09/08/2019

**ADVERTISEMENT FOR ENGAGEMENT OF STAFF FOR S.D.C.**

Applications in the prescribed format (copy enclosed) are invited from interested retired Govt. employees not above the age of 65 years and having good service records and physical fitness for engagement as **Office Assistant on Contractual basis** against the vacant posts in the Special Development Council, Koraput (located within the campus of ITDA, Koraput) created Vide letter No. 4148/ P / Dtd. 26.3.18 and Memorandum No. 7889 dated. 06.06.2018 of Planning & Convergence Deptt., Odisha, Bhubaneswar.

Sl. No.	Name of the Post	Posts to be filled up	Consolidated Remuneration per month (Rupees)	Regular counterpart in Govt. Service
1	Office Assistant	01	13,000/-	Sr. Clerk

The engagement is meant for retired Government Servant and the remuneration on engagement of retired Government Servants is excluding the Pension and TI which are availed by them.

1) \* The Contractual engagement shall be made initially for a period of one year and may be extended for a subsequent period of 1 year subject to satisfactory performance up to a total period of two years, not beyond the age of sixty five years of age in any case.

- The person who have retired from Government service on attaining the age of superannuation and below the age of sixty five years having good service records and are physically fit shall be eligible to be considered for re-employment.
- The terms and conditions are subject to codal provisions, memoranda and Resolution issued by the Finance Department from time to time.
- The appointee has to discharge such duties and in such a manner, as may be prescribed by P & C Department from time to time.
- Performance of the appointees shall be monitored by the PA, ITDA, Koraput / Collector-cum-CEO, SDC Koraput against the monthly targets assigned to the appointee.
- The retired staff against whom Departmental proceedings or Criminal cases are contemplated/ pending or who have been penalized for misconduct during the period of preceding five years will not be eligible for consideration.
- Re-employed retired officers/ staff shall be governed by the provisions of Odisha Governments Servants Conduct Rule 1959 and shall be liable to be proceeded against for their misconduct, omissions and commissions as per the provisions under the Odisha Pension Rules.1992.

- During the period of the contract appointment, the appointee shall also be entitled to get travelling allowance/ Daily allowance in the requisite grade and scale/ level as admissible to their regular counterparts on performance of official tour with the approval of competent authority.
- The period of contractual engagement shall not be counted as Government service for the purpose of pension and any other retirement benefit.
- The engaged staff will be subject to and will abide by the Conduct Rules applicable to the Government Servants.
- The contractual engagement may be terminated at any time by the PA, ITDA, Koraput / Collector-cum-CEO, SDC Koraput for unsatisfactory performance, on notice of one month and in case of any misconduct including but not limited to, misappropriation, negligence or causing loss to Government, without any prior notice.
- The Collector & Chief Executive Officer, SDC reserves the right to reject, any / all applications without assigning any reason thereof.
- The application complete in all respect in the FORMAT provided in the official website [www.koraput.nic.in](http://www.koraput.nic.in) should reach to the Member Secretary, SDC-cum-PA,ITDA, Koraput, At/Po : Koraput, Dist: Koraput, PIN : 764020 on or before **Dtd.13.09.19.** by Registered Post or Speed Post only. The applications received by hand or any other means shall not be entertained.

*Handwritten signature and date: 9/3/19*  
Collector-cum-CEO SDC Koraput

**FORMAT**

**APPLICATION FORMAT FORM FOR CONTRACTUAL APPOINTMENT**

POST APPLIED FOR .....

1. NAME :-
2. FATHER'S NAME / HUSBAND NAME:-
3. PERMANENT ADDRESS:-
4. PRESENT ADDRESS:-
5. TELEPHONE / MOBILE NO:-
6. E-MAIL ADDRESS:-
7. DATE OF BIRTH:- (Attach proof / HSC Certificate)
8. NAME / DESIGNATION OF LAST POST HELD WITH DATE AND DURATION:-
9. DATE OF RETIREMENT (COPY OF RETIREMENT ORDER):- \*
10. LAST PAY DRAWN:- \*
11. EDUCATIONAL QUALIFICATION :- (Attach Photocopies of Certificates & Mark Sheets)
12. POST HELD ON LAST TEN YEARS:-\*
13. WHEATHER ANY CRIMINAL CASE OR VIGILANCE INQUARY OR DEPARTMENTAL PROCEEDING WAS INITIATED OR IS PENDING AGAINST THE APPLICATION. IF YES, DID IT LEAD TO CONVICTION OR IMPOSITION OF PUNISHMENT OR IT IS STILL PENDING ? GIVE DETAILS:- \*
14. ANY OTHER RELEVANT INFORMATION:-

(NB - \* relates to retired Govt. employees)

**DECLARATION**

I, Sri / Smt..... Son / Wife of  
..... do hereby solemnly declare that the  
information is furnished above is true to the best of my knowledge. If at any time, the  
information furnished is found to be correct. I will be liable to be discharged from re-  
employment / engagement without assigning any reason thereof.

**Place:-**

**Date:-**

**Signature of Applicant**