

OFFICE OF THE PACHAYAT STARIYA MAHASANGHA BADAGOTHA,  
NUAGAON, NAYAGARH

Letter no... 47/2020

Date... 27.07.2020

**ADVERTISEMENT**

Application are invited from the eligible candidate to fill up 1 no of post of Programme manager, 1 no of post of Accountant and 1 no of post of a MIS assistant in Badagotha GPLF of Nuagon block in Nayagarh district on contractual basis for Centre of Excellence (COE) project under Odisha Livelihood Mission (OLM) of panchayat Raj & Drinking Water Dept. Govt. of Odisha. For details regarding, Application form, Eligibility criteria, Remuneration, Selection procedure, documents etc. are available in the Nayagarh district official website [www.nayagarh.nic.in](http://www.nayagarh.nic.in).

Application is prescribed format dully fill-up along with all relevant documents (self-attached) are to be submitted in a sealed cover scribed **"APPLICATION FOR THE POST OF PROGRAMME MANAGER/ACCOUNTANT/MIS ASSISTANT"** in the address of president Badagotha GPLF at/po- Badagotha, dist- Nayagarh, pin -752094 Through registered post/ speed post only and in no other means lasted by date... 10/09/2020 At 5 pm.

Incomplete application, application without signature, non-submission of required documents shall be rejected without any information. Further legal action will be initiated against the candidate who will submit the false document and information for same.

Panchayat stariya mahasangha, Badagotha reserves the right to reject or accept any or all applications without assigning any reason thereof.

ସିକ୍ସଟି ସଫଳ  
Secretary  
ପଞ୍ଚାୟତ ସଭା  
Badagotha GPLF

Rina Maharana  
President  
ପଞ୍ଚାୟତ ସଭା  
Badagotha GPLF

## HOW TO APPLY

1. Candidate must go through advertisement available in Nayagarh District official website [www. Nayagarh.nic.in](http://www.Nayagarh.nic.in)
2. Candidates should send their application through Registered post/ Speed post only, in the address of President, Panchayatstariyamahasangha, Badagotha, at/po- Badagotha , nuagaon, dit – Nayagarh , pin-752094. The cover envelope containing the application form and other relevant document as called for must be super scribing with **“APPLICATION FOR THE POST OF PROGRAMME MANAGER/ACCOUNTANT/MIS ASSISTANT”** which must reach Badagotha GPLF before the date line fixed above. The candidates are ADVISED GO THROUGH THE DETAILS OF TERMS AND CONDITION and eligibility criteria for engagement before applying for the post.

## GENERAL TERMS & CONDITIONS

- 1) Details of role, responsibilities, qualification and other eligibility criteria for each position and application forms are available at Nayagarh and Nuagaon office of Odisha Livelihoods Mission as well as at GPLF office.
- 2) Documents in support of identity, qualifications, experience, etc. have to be produced in 'originals' as and when required.
- 3) The selection process will consist of shortlisting of candidates on basis of academic qualifications, and experience & skills, followed by personal interview.
- 4) The prescribed eligibility conditions viz. age, qualification and experience, etc. should have been acquired as on application closing date. Qualification should be from approved recognized institutions.
- 5) In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will be rejected at any stage of the selection process.
- 6) Only shortlisted candidates will be informed about further selection process through text message and email. Applicants should ensure that the mobile number and email-id given in the application form is active.
- 7) The eligibility criteria for selection may be changed based on the number of applications received, without assigning any reason thereof.
- 8) **The last date of receipt of application is** 10/09/2020

## DOCUMENTS SUBMITTED (SELF ATTESTED PHOTOCOPY)

1. Matriculation / HSC Certificate and mark sheet
2. +2 Certificate and Mark sheet.
3. Graduation certificate and Mark sheet.
4. Post Graduation or MBA certification and mark sheet.
5. Work experience certificate
6. Computer proficiency certificate(PGDCA/DCA)
7. Residence certificate
8. Caste certificate
9. One photograph (To be pasted on application form)