

**COLLECTORATE, KORAPUT**  
**(Social Security and Empowerment of Persons with Disability Section)**

No. 1020 /IV-14/21

Date: 23/03 /2021

Applications in the prescribed form are invited from eligible candidates of Koraput District for the selection/ recruitment for the 01 No's (One) post of Peon (UR) in the O/o the District Social Security Officer, Koraput on contractual basis. The recruitment is being conducted according to the "Odisha Group-C and Group-D posts" (Contractual Appointment Rules, 2013).

**1. Scale of Pay & conditions of Service:**

The appointment to the post shall be made initially on contractual basis on consolidated monthly remuneration as given below and will be considered for regularization as per the "Odisha Group-C and Group-D Posts" (Contractual Appointment Rules, 2013).

Sl No	Name of the Post	Pay band and Scale ( Pre- revised )	consolidated monthly remuneration (Revised)
01	Peon	Pay Band Rs 5,200-20,200/- + Grade Pay of Rs 1,700/-	Rs 8,070/-

**2. Age & Educational Qualification:**

- i. Candidate must have attained the age of 18 years and must not be above 32 years as on 01.01.2021.
- ii. Candidate must have passed Minimum M.E (07<sup>th</sup>) Examination or equivalent with Odia as Language Subject or as a subject and can able to read, write and speak Odia.

**3. Eligibility:**

- i. Candidate must be a citizen of India.
- ii. Candidate must be a permanent resident of Koraput District.
- iii. Candidate must be having a good moral character and good mental condition.
- iv. Candidate must not have more than one spouse living.
- v. Candidate must be able to speak, read and write Odia fluently.
- vi. No Criminal Case should be pending against him/her, which can debar him from the recruitment process.
- vii. Candidate must have registered his / her name in the Local Employment Exchange of Koraput District and the date of registration must be prior to the date of Publication of Advertisement.

**4. Documents/ Certificates to be Attached with the application form:**

- i. Self attested copy of 7<sup>th</sup> Pass Certificate and Mark Sheet verified by the Block Education Officer and duly countersigned by the District Education Officer, Koraput
- ii. Self attested copy of other Educational Certificate and Mark sheet.
- iii. Self attested copy of recent Nativity / Resident certificate issued by the component authority not below the rank of Tahasildar.
- iv. Two recent self attested passport sized colored photographs.
- v. Two Conduct and Character Certificate issued by two Gazetted Officers.
- vi. Two self attested envelope ( 24 x 10) cm duly stamped with Rs.40/-

**5. Last Date of receipt of Application:**

The application completed in all respect should be sent by Registered Post or Speed post to the District Social Security Officer, Koraput so as to reach on or before 23.04.2021 by 05:00 PM. The District Administration shall not be responsible for any postal delay.

\*The application form may be downloaded for the district website at [www.koraputnic.in](http://www.koraputnic.in)

  
District Magistrate & Collector  
Koraput

Date: 23/03 /2021

**APPLICATION FORM**

1. Post applied for : \_\_\_\_\_
2. Name of the applicant(in capital) : \_\_\_\_\_
3. Fathers/Husband name : \_\_\_\_\_
4. Date of Birth / age as on  
01.01.2021 (in digit & Words) : \_\_\_\_\_
5. Gender : Male  / Female
6. Marital Status : Married  / Unmarried
7. Correspondence Address : \_\_\_\_\_
8. Permanent Address : \_\_\_\_\_
9. Contact No. and valid Mail ID : \_\_\_\_\_
10. Educational Qualification



Sl No	Name of the Examination Passed	Name of the Board	Year of passing	Division	Percentage of mark Secured
01					

11. Employment Exchange name :  
And number

12. Whether the applicant has passed: Yes  / No   
Either the middle school  
Examination with Odia as language  
Subject or equivalent exam with  
Odia as a subject

13. Experience if any in the above field:

14. Furnish the list of documents enclosed to the application:

- a.
- b.
- c.
- d.
- e.

### **Undertaking**

I do hereby declare that the above information furnished by me are true and correct to the best of my knowledge and belief. Any discrepancy if found in course of selection process / later, my candidature may automatically be cancelled.

**Signature of the Applicant**