

**OFFICE OF THE DISTRICT JUDGE, GANJAM, BERHAMPUR.**

**ADVERTISEMENT NO. 01 DTD. 01.03.2021**

Applications in prescribed format are invited from the intending retired ministerial staff and Group-D employees for their engagement purely on adhoc and temporary (contractual ) basis for appointment/selection in the following posts in the Fast Track Special Courts under POCSO Act in the District of Ganjam at Berhampur under "the Odisha Fast Track Special Courts (method of recruitment and conditions and services of the retired Judicial Officers of the cadre of District Judges and staff including in service Judl. Officer in the regular cadre of District Judge, ministerial staff and Group-D employees) scheme, 2020".

Sl. No.	Categories of posts under Group-B and C to be advertised.	Number of posts/vacancies.
1	Bench Clerk Gr. I.	01
2	Senior Stenographer	01
3	Senior Clerk.	01
4	Junior Typist.	01
5	Junior Clerk	01
	<b>GROUP-D</b>	
6	Peon	01

2. **LAST DATE FOR RECEIPT OF APPLICATION:- 15.03.2021.**

3. **TERMS AND CONDITIONS OF APPOINTMENT:**

(i) The appointment of retired ministerial staff and Group-D employees made under the scheme shall be on purely on contractual basis.

(ii) The appointment of ministerial staff and Group-D employees shall be made initially for a period of one year, which may further be extended from time to time till the concerned retired staff attaining the age of 70 years or till continuance of the scheme (FTSCs) whichever is earlier and it shall be liable to be terminated at any time without notice.

(iii) The appointee retired staff during their tenure of appointment shall be under the administrative and disciplinary control of the District Judge of the Judgeship of Ganjam.

4. **ELIGIBILITY CONDITION.**

(i) The appointment of ministerial staff on adhoc basis for the post of Bench Clerk Gr. I, Senior Stenographer, Senior Clerk, Jr. Typist, Jr. Clerk and that of peon (Group-D) shall be made from amongst the retired ministerial staff and Group-D employees who have retired from service on attaining the age of superannuation or on voluntarily

retirement having a clean service record shall only be eligible to be considered for such appointment subject to fitness and suitability.

(ii) The retired ministerial staff or Group-D employees must not be above the age of 70 years as on the date of inviting the applications i.e. the date of advertisement.

Provided that the ministerial staff and Group-D employees who have been dismissed, removed, compulsorily retired from service or had sought voluntarily retirement after initiation of departmental enquiry against them shall not be eligible to be considered for such adhoc appointment under the scheme.

5. **PAY AND ALLOWANCES:**

(i) A retired ministerial staff or Group-D employees on appointment under the scheme on adhoc basis shall be entitled to receive Pay and allowances at the rate he/she was drawing at the time of retirement minus total amount of pension being received by him/her after commutation under the Pension Rules applicable to him/her. He/She shall also be entitled to all other regular allowances admissible to in service staff of the respective cadres.

6. **GENERAL.**

Apart from the above, the retired ministerial staff and Group-D employees are required to submit the application following the guidelines as enumerated below.

1. The ministerial staff or Group-D employees are required to submit his/her application duly filled in and signed by him/her in his/her own handwritings furnishing the required particulars as per the prescribed format.

2. The intending retired ministerial staff or Group-D employee are required to furnish the Self attested Xerox copies of first and last page of the service Book showing his/her service of record and also record of retirement so also Xerox copy of 1st. & last page of PPO or copy of order of provisional pension etc. alongwith his/her application.

3. The retired ministerial staff or Group-D employee shall furnish the medical certificate showing his/her fitness of his/her good health from a registered Govt. practitioner or Govt. medical practitioner as the case may be at the time of submission of application.

4. The intending retired ministerial staff or Group-D employee shall furnish two self attested pass port size photograph to be affixed in appropriate place in the application form.

5. No T.A/ D.A. will be allowed to the candidates to appear the interview.

6. Applications complete in all respect, must be addressed to the District & Sessions Judge, Ganjam, Berhampur only by registered post or speed post or submit the application in hand by way of dropping the

same in the Tin box kept in the Civil Court premises, Berhampur so as to reach this office on or before **15.03.2021**.

7. Incomplete and / or defective applications and applications received after due date shall be summarily rejected. No correspondence in this regard shall be entertained.

8. Envelope containing application must be inscribed by each retired ministerial staff and Group -"D" employee "**Appointment for Adhoc Bench Clerk Gr. I, Senior Stenographer, Senior Clerk, Junior Typist, Junior Clerk, Peon (Group-D)**"

9. Canvassing in any form will be a disqualification.

10. The undersigned reserves the right to accept or reject any application without assigning any reason thereof.

11. The decision of the District Judge, Ganjam, with regard to engagement of retired ministerial staff or Group-D employees shall be final.

Sd/- R. S. Hota  
**DISTRICT JUDGE,  
GANJAM, BERHAMPUR.**

**Memo No.** <sup>(65)</sup> 1843 /dtd. 01.03.2021  
Copy to the :

1. All Presiding Officers of Subordinate Courts of this Judgeship,
2. Judge in Charge of Nizarat, Dist. Court, Berhampur,
3. Revenue Divisional Commissioner, Berhampur,
4. Collector & District Magistrate, Ganjam, Chatrapur,
5. Supdt. of Police, Ganjam, Chatrapur and Berhampur,
6. Sub-Collector, Berhampur/ Chatrapur/ Bhanjanagar,
7. SDPRO, Sub-Collector Office, Berhampur

for information and necessary action. They are requested to publish the advertisement in the office notice board for wide publication.

8. Copy to the Notice Board of Dist. Court, Berhampur, for wide publication.
9. System Officer, Dist. Court, Berhampur, for information & necessary action. He is directed to take steps for uploading the advertisement in the Website of the District Court, Berhampur, immediately for wide publication.

01.03.21.  
**Registrar,  
Civil Courts, Berhampur**

## **APPLICATION FORMAT.**

**Application for engagement of retired ministerial staff or Group-D employees in the Judgeship of Ganjam.**

**Application for the post of :** \_\_\_\_\_

**Advertisement No.** \_\_\_\_\_ **/dtd.** \_\_\_\_\_

Self attested  
passport size  
photograph.

1	Name of the Applicant. (In Block Letters).	
2	Father's / Husband's Name:	
3.	Address for communication with Mobile No. & E-mail ID.	
4	Date of Birth.( Certificate in support of date of birth be enclosed.)	
5	Age as on 01.03.2021.	Years:      months:      Days.
6.	Date of Superannuation/ Voluntary retirement:	
7	Name of the post he/she was holding at the time of retirement.	
8	Name of the Deptt. that he was holding the post at the time of retirement.	
9	P.P.O. Number/ Provisional pension order No. etc.	
10	Whether any disciplinary/ criminal proceeding/ vigilance case is pending/disposed of against the retired ministerial staff or Group-D employee ? If yes, give details.	
11	Contact Phone Number.	
12	e-Mail I.D. , if any.	

**Signature of the retired Govt. employee.**

**DECLARATION.**

I do hereby solemnly affirm and state that the statement made above are true and correct to the best of my knowledge and belief and based on record.

**Place:**

**Date:**

**Encl:-**

**Signature of the retired Govt. employee**