

**OFFICE OF THE DISTRICT JUDGE,
KORAPUT-JEYPORE.**

Advertisement No. 1 Dated the 24th day of July, 2023.

i. Applications in prescribed format are invited from eligible candidates for filling up vacant posts of Ministerial Staff/Group-D employee i.e. Bench Clerk Grade-I and Peon/Orderly purely on ad-hoc and temporary (contractual) basis initially for a period of one year which may further be extended from time to time till the concerned retired staff attains the age of 70 years or till continuance of scheme (FTSC) whichever is earlier and it shall be liable to be terminated at any time without notice. The process of appointment shall be governed in accordance with "The Odisha Fast Track Special Courts (Method of Recruitment and Conditions of services of retired Judicial Officers of the Cadre of District Judges and Staff including in-service Judicial Officers in the regular Cadre of District Judge, Ministerial staff and Group-D employees) Scheme-2020".

ii. The Last Date & Time for receipt of Application:-
01.08.2023 by 5.00 P.M.

iii. **Eligibility Conditions:-**

(a) The Ministerial Staff and Peon who have retired from service on attaining the age of superannuation or on voluntary retirement having a clean service record shall only be eligible to be considered for such appointment subject to fitness and suitability;

(b) The retired Ministerial Staff and Group-D employees must not be above the age of 70 years as on the date of advertisement i.e. **on 24.07.2023.**

(c) The retired Ministerial Staff and Group-D employees, who have been dismissed, removed, compulsorily retired from service or had sought voluntary retirement after initiation of Departmental Enquiry against them shall not be eligible to be considered for such ad-hoc appointment.

iv. **Pay and other Allowances:-**

A retired Ministerial Staff or Group-D employee on appointment under the Scheme on Ad-hoc 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.

v. **Attendance & Leave:**

1. The Ministerial Staff and Group-D employee appointed on ad hoc basis under the Scheme shall be entitled to 10 days Casual Leave and 5 days Special Casual Leave in a calendar year;

2. They are not entitled to any other kind of leave during the period of appointment;

3. Proportionate reduction of pay and allowances shall be made for unauthorized absence, so also for absence beyond permissible period of leave.

vi. **No. of Vacancies:-**

a) Bench Clerk Grade-I - 1 (one)

b) Peon/Orderly(Group-D) - 1 (one)

vii. **Date, Time and place of Interview:-**

The details of holding of Interview will be intimated in due course and the applicants are requested to visit the Court's Website on regular basis to know the date, time and place of interview.

viii. **General:-**

(1) Applications, complete in all respects as per the format enclosed with affixing recent attested color photograph at

the provided space with all required documents, must reach in the Office of the Registrar, Civil Courts, Jeypore-764001 by 5.00 P.M. of 01.08.2023 during the Office hours on all working days either in person or by post. No application shall be entertained beyond the last date of submission of application in any circumstance.

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

(3) Envelope containing application must be inscribed "Application for the post of _____ in the Fast Track Special Court of the Judgeship of Koraput".

(4) The candidates must be physically fit and shall be required to produce fitness certificate from a registered medical practitioner along with the application.

(5) Canvassing in any form will be a disqualification.

ix. **The applicant shall annex the following documents along with the application:**

1. Self-attested certificate in support of date of birth;
2. Self-attested document (PPO) in support of superannuation/voluntary retirement;
3. Medical fitness certificate from a registered Medical Practitioner;
4. To submit an undertaking to that effect, he/she has not been dismissed, removed, compulsorily retired from service or had sought voluntary retirement after initiation of Departmental Enquiry against him/her.
5. To submit an undertaking to work in any post available in the cadre of Group-C. (Not applicable to Group-"D")

The undersigned reserve right to reject any application without assigning any reason.

The decision of the District Judge, Koraput-Jeypore
as to the result of the examination shall be final.

For details, visit District Court's Website
<https://koraput.dcourts.gov.in/notice-category/recruitments/>

Sd/-
District Judge
Koraput-Jeypore.

FORMAT

Application for the post of _____
in the Fast Track Special Court of the Judgeship of Koraput.

Advertisement No. 1 Dated 24.07.2023.

1. Name of the Applicant : (In Block Letters)

2. Father's/Husband's Name :

3. Address for communication with :

Mobile No.

E-mail ID

Affix Self
signed recent
Colour size
Photograph.

4. Date of Birth (Certificate in support of date of birth be enclosed)

5. Age as on 24.07.2023: Years____Months____Days_____.

6. Date of Superannuation/ Voluntary retirement :

(Enclose the copy of PPO)

7. List of documents attached :

1)

2)

3)

4)

5)

DECLARATION

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief.

Place:

Date:

FULL SIGNATURE OF THE APPLICANT