

OFFICE OF THE DISTRICT JUDGE, KANDHAMAL, PHULBANI

Advertisement No. 01 Dated the 17th day of January, 2026

- i. Applications in prescribed format are invited from eligible candidates for appointment of one post of Stenographer, Grade-I & one post of Junior Clerk (Computer Knowing) purely on ad-hoc and temporary (contractual) basis under *"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 and amendments made thereto"*.
- ii. **The Last Date & Time for receipt of Application:- 05.02.2026 at 5.00 PM**
- iii. **Eligibility Conditions:-**
 - (a) The ministerial employees 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 employees must not be above the age of 70 years as on the date of advertisement;
 - (c) The retired ministerial 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:-**

The pay & allowances of the retired ministerial employee on appointment under the Scheme on ad-hoc basis shall be guided by as per "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 and amendments made thereto", letters & circulars received from the Hon'ble Court and Government from time to time.
- v. **Attendance & Leave:**

The attendance & leave of the retired ministerial employee on appointment under the Scheme on ad-hoc basis shall be guided by as per "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 and amendments made thereto", letters & circulars received from the Hon'ble Court and Government from time to time.
- vi. **No. of Vacancy:-**

Stenographer Grade-I	-	1 (one)
Junior Clerk (Computer Knowing)	-	1 (one)
- vii. **Date, Time and place of Walk-in-Interview:- 07.02.2026 at 04.05 PM**

in the Chamber of the District Judge,
Kandhamal, Phulbani.
- viii. **General:-**
 - (1) Applications, complete in all respects, must reach in the Office of the Registrar, Civil Courts, Phulbani, Kandhamal-762001 by 5.00 PM of 05.02.2026 during the office hours on all working days either in person or by post.

(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**”.

(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.

x. The applicant to produce **the up-to-date duplicate service book at the time of walk-in-interview.**

Date: Phulbani
Place: 17.01.2026

Sd/-17.01.2026
District Judge,
Kandhamal, Phulbani.

FORMAT

Application for the post of _____

Advertisement No. _____ / Date _____

Affix recent
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 **17.01.2026** : Years _____, Months _____, Days _____.
6. Date of Superannuation/
Voluntary retirement :
(Enclose the copy of PPO)
7. List of documents attached :
 - 1)
 - 2)
 - 3)
 - 4)

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

**BY ORDER OF THE DISTRICT JUDGE,
KANDHAMAL, PHULBANI**

Sd/-17.01.2026
Registrar, Civil Courts,
Kandhamal, Phulbani.