

**OFFICE OF THE CHAIRMAN DISTRICT LEGAL SERVICES AUTHORITY, KHURDA AT  
BHUBANESWAR**

**WALK-IN-INTERVIEW**

**(Engagement of retired Head Clerk & Stenographer on short-term contract basis)**

**Dated the 14<sup>th</sup> day of September, 2016**

A walk in interview will be conducted in the conference hall of the Chairman-cum- District Judge Khordha at Bhubaneswar, Civil Court premises, Bhubaneswar for appointment as Head Clerk & Stenographer for District Legal Services Authority (DLSA), Bhubaneswar at 3.00 P.M on 25.09.2016. Interested retired Court/Government employees not more than 64 years as on the date of interview may attend the walk-in- interview along with filled up application form in prescribed format with original testimonials in support of the application with an undertaking that he/she is not a member of any political party and no vigilance cases or departmental proceeding or criminal prosecution is contemplated or pending against him/her. The appointment is purely temporary and contractual. The Authority reserves the right to cancel any or all appointment at any point of time without assigning any reason thereof.

Sl. No.	Name of the post	No. of vacancies	Consolidated Remuneration per month
1	Head Clerk (Retired)	1	Rs.25000/-
2	Stenographer (Retired)	1	Rs.20000/-

For details visit District Court website <http://ecourts.gov.in/odsha/khurda> or <http://districtcourtkhurda.nic.in> & District portal website [www.khurda.nic.in](http://www.khurda.nic.in). The candidates shall have to carefully study the details.

**Eligibility Criteria:**

- (i) Retired employees who are below 64 years of age and are physically sound and mentally fit to work may be considered for appointment/engagement who shall be selected in the Skill Test.
- (ii) The engagement is purely temporary in nature and the engaged employee may be disengaged by giving one month notice without assigning any reason thereof. The decision of Committee would be binding and final.
- (iii) The retired employee shall submit an undertaking that he would abide by the rules and regulation and code of conduct as applicable to employee of Govt. of Odisha.

- (iv) Further they are requested to submit an attested copy of their relieve order on superannuation and Xerox copy of Date of Birth Certificate (HSC) and shall produce the original at the time of verification.
- (v) The retired employee against whom a vigilance case or departmental proceeding or criminal prosecution is contemplated or pending or who has been penalized for misconduct during the period up to ten years preceding his/her retirement, or is member of political party will not be considered for engagement.
- (vi) The appointee has to furnish an undertaking at the time of joining as regards the truthfulness and correctness of the information furnished by him/her.
- (vii) No TA/DA will be paid to the applicant for attending the interview.

Sd/- 08.09.2016

District & Sessions Judge-cum-chairman  
District Legal Services Recruitment Committee  
Khurda at Bhubaneswar

**FORMAT OF APPLICATION**

Post Applied for: \_\_\_\_\_

1. Name of the Candidate :
2. Father's / Husband's Name :
3. Sex (Male / Female) :
4. Marital Status (Married /Unmarried) :
5. Permanent and Present Address :

Self attested  
recent  
passport Size  
Photograph

6. Date of Birth (enclose proof of DOB):

7. Age as on 25.09.2016 :

8. Service details :

Date of entry into Govt. Service	Office from which retired and name of the	Ranks in which retired	Year of experience in the rank	Date of Superannuation)	Remarks

9. Religion:

10. Nationality:

11. Contact No and Email ID:

**DECLARATION**

I do hereby solemnly declare that the information furnished above is true and correct to the best of my knowledge. I declare that I had a sound track record during my service period. If at any time the information is found to be incorrect, I will be liable to disengaged without any reason thereof.

Place:

Date:

Signature of the Candidate