



OFFICE OF THE JUDGE, FAMILY COURT, KHURDA

DISTRICT: KHURDA

ADVERTISEMENT No. 1

DATED. 2nd April, 2026.

As desired by Hon'ble High Court of Orissa, Cuttack, applications are invited from the candidates having required qualification and experience along with supporting documents as required under Rules-5 and 6 of The Family Courts (Orissa) Rules, 1990 for appointment to the vacant post of Counsellor in the Court of the Judge, Family Court, Khurda in the district of Khurda. Appointing authority of the Counselors is the Hon'ble High Court of Orissa.

1. ELIGIBILITY AND QUALIFICATIONS OF THE COUNSELLOR:

A candidate, in order to be eligible for the above post, shall –

- i) be a citizen of India;
- ii) a) have a Master's Degree in Social Science preferably in Sociology or Psychology with a minimum experience of three years in family counseling,
OR
b) have a degree in social science preferably in Sociology or Psychology and he/she must be above the age of thirty-five, working in the field of social service and welfare activities and engaged in promoting the welfare of Family and Child Care,
{(Candidates having required qualification mentioned in Sl.No.(b) shall be taken into consideration where the candidates having required qualification mentioned in Sl.No.(a) are not available}
- iii) be able to speak, read and write Odia and must have passed test in Odia equivalent to the M.E. Standard,
- iv) have not more than one spouse living, and
- v) having no criminal antecedent.
- vi) having physical and mental fitness to be a counselor.

2. FUNCTIONS OF A COUNSELLOR:

The function of Counsellor shall be regulated in accordance with the terms and conditions laid down in the Family Courts (Orissa) Rules, 1990 and amendments made there under from time to time.

3. FEE OF A COUNSELLOR:

The Counsellor shall be entitled to retainer fee of Rs.6000/- (Six thousand) per month and assisting fee of Rs.1000/- (One thousand) only per day of their actual work, in view of Government of Odisha Law Department Resolution No.6839 dated 23.04.2025.

4. HOW TO SUBMIT APPLICATION:

Typed out application filled in with necessary following particulars and duly signed by the applicant is required to be submitted along with following necessary documents.

(a) Particulars

- i. Name of the Candidate:
- ii. Name of the Father/ Husband:
- iii. Date of Birth (both in words and figure) :
- iv. Age as on 06.05.2026:
- v. Educational Qualification
- vi. Details of experience in the field of Family Counselling / Social Service and Welfare activities with engagement in promoting the welfare of Family and Child care.
- vii. Permanent & present address with Mobile No. & e-Mail ID:

(b) Documents Required:

- i. Self-attested photo copies of all educational qualification.
- ii. Experience certificate in Family Counseling/Social service and Welfare activities and engagement in promoting the welfare of Family & Child care.
- iii. Two Nos. of self-attested recent passport size photographs of the candidate besides the one affixed on the application form.
- iv. Two self addressed envelope and stamped of Rs.56/- each.
- v. Self declaration regarding having not more than one spouse living.
- vi. Self declaration regarding no criminal antecedent.
- vii. Self declaration regarding his/her physical and mental fitness.

5. LAST DATE FOR RECEIPT OF APPLICATIONS

The prescribed application format filled in with the required particulars and self attested copies of required documents in an envelope addressed to the Judge, Family Court, Khurda which must reach on or before 06.05.2026 (1.00 P.M.)

The applicants may either send their applications by post or drop the same in the box provided for the purpose kept in the office of the Family Court, Khurda on each working day during working hours.

Incomplete applications, in any manner, are liable to be summarily rejected. Applications received after the last date by any means shall not be taken into consideration.

The candidates may also visit District Court website <https://khurda.dcourts.gov.in> for more information and obtain detail information about application form and other particulars.

Sd/
Judge, Family Court,
Khurda

FORMAT
APPLICATION FOR THE POST OF COUNSELLOR

1. Name of the Applicant (In BLOCK letters) :
2. Father's / Husband's name :
3. Sex (Male/Female) :
4. Marital status (Married / Unmarried) :
5. Permanent Address :

One Passport
Size Photograph
to be affixed

6. Present Address :

7. Date of Birth as per HSC Certificate :

8. Age as on last date of receipt of application:
(i.e. 06.05.2026)

9. Educational qualification (attach self-attested copies of Certificates)

Name of the Examination	Name of the Board/University	Year of Passing	Aggregate Mark Secured	Grade/Division	% of mark secured

10. Nationality :

11. Details of experience in the field of Family :
Counselling / Social Service and Welfare
activities with engagement in promoting the
welfare of Family and child care.

12. Mobile No. :

13. e-Mail No :

14. Attach two Character Certificates issued by :
Gazetted Officer/Medical Practitioner etc.
(mention name, designation of the officers)

15. Self-declaration regarding having not more :
than one spouse living

16. Self declaration regarding having no criminal
antecedent

17. Self declaration regarding his/her physical and mental fitness :

DECLARATION

I do hereby solemnly affirm and state that I am aware about the Rules-5 and 6 of The Family Courts (Orissa) Rules, 1990 and the Statements made above are true and correct to the best of my knowledge and belief and based on record. Any information, if found incorrect my candidature shall be summarily rejected.

Place :

Date :

Signature of the candidate.

Memo No. 300(4) / **Dated** 02.04.2026

Copy forwarded to the Registrar, Civil Courts, Khurda at Bhubaneswar for placing the same before the Hon'ble District Judge, Khurda for his kind information & necessary action/ System Officer, Civil Courts, Khurda at Bhubaneswar with an instruction to upload the detailed advertisement for the post of Counsellor in the District Court's website for information of all concerned.

Copy forwarded to the Deputy Administrator, Process Establishment Section, District Court, Bhubaneswar, so also the Deputy Administrator, Process Establishment Section, Khurda for information with an instruction to affix the same in the Notice Board of the District Court, Bhubaneswar and Civil Court, Khurda for information of all concerned.


Judge, Family Court,
Khurda