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OFFICE OF THE DISTRICT JUDGE, JAGATSINGHPUR

No. 632 /Date: 02.03.2021

From:

Smt. Sudeepa Patra,
Registrar, Civil Courts, Jagatsinghpur

To:

The DPIO,
Jagatsinghpur

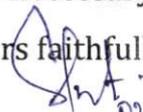
Sub: Publication of Advertisement for Re-engagement of eligible retired ministerial staffs and group-D employees on ad-hoc or temporary/contractual basis under the scheme of the Odisha Fast Track Special Courts .

Sir,

I am to forward herewith the copy of the advertisement No.1 dated 02.03.2021 of the Office of the District Judge, Jagatsinghpur for Re-engagement of eligible retired ministerial staffs and group-D employees on ad-hoc or temporary/contractual basis under the scheme of the Odisha Fast Track Special Courts for its wide publication/circulation in the District of Jagatsinghpur and further requested to upload the same in the District Website .

This is for favour of your information and necessary action.

Yours faithfully,


02-03-2021
Registrar,

Civil Courts, Jagatsinghpur

Encl: 02 Sheets

OFFICE OF THE DISTRICT JUDGE, JAGATSINGHPUR

Advertisement No. 01 Dated the 02nd day of March, 2021

1. In view of Notification No.35164 dated 29.10.2020 of Government of Odisha Home Department and Letter No.1309 dated 02.02.2021 of the Hon'ble High Courts of Orissa (SOP) and Letter No.2691(21) dated 01.03.2021 of the Hon'ble High Courts of Orissa, applications in prescribed format are invited from the eligible retired ministerial staffs and group-D employees for their appointments as per the scheme of 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*) on adhoc basis for their reengagements for the post of Bench Clerk Grade-I, Stenographer Grade-I, Senior Clerk, Senior Typist, Junior Clerk(computer knowing) and peon/orderly(group-D) on adhoc or temporary/contractual basis under the above scheme of 2020.
2. **The Last Date & Time for receipt of Application:-09.03.2021 at 11.00 A.M**
3. **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;
 - 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.
4. **Pay and other Allowance:-**

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.

On being appointed into service, under the scheme , an in-service ministerial staff or Group-D employee shall be eligible to get the pay and allowances as is applicable to the employees of regular cadre/class, to which he/she belongs.

5. **Attendance & Leave:-**

- a) 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;
- b) They are not entitled to any other kind of leave during the period of appointment;
- c) Proportionate reduction of pay and allowances shall be made for unauthorized absence, so also for absence beyond permissible period of leave.

6. **No. of Vacancies:-**

- | | |
|---|--------|
| i. Bench Clerk, Grade-I:- | 1(One) |
| ii. Senior Stenographer, Grade-I:- | 1(One) |
| iii. Senior Clerk:- | 1(One) |
| iv. Senior Typist:- | 1(One) |
| v. Junior Clerk:-
(Computer Knowing) | 2(Two) |
| vi. Peon/orderly (Group-D):- | 1(One) |

7. **Date, Time and Place of Interview:**

09.03.2021 at 4.00 P.M

in the Chamber of the District Judge,
Jagatsinghpur.

8. General:-

- a) Applications, complete in all respects, must reach in the Office of the Registrar, Civil Courts, Jagatsinghpur- 754103 by 11.00 A.M of 09.03.2021 during the office hours on all working days either in person or by post.
- b) 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.
- c) Envelope containing application must be inscribed "Applicable for the post of _____".
- d) The candidates must be physically fit and shall be required to produce fitness certificate from a registered medical practitioner along with the application.
- e) Canvassing in any form will be a disqualification.

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

- a) Self-attested certificate in support of date of birth.
- b) Self-attested document (PPO) in support of superannuation/voluntary retirement;
- c) Medical fitness certificate from a registered Medical Practitioner;
- d) 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.
- e) To submit an undertaking to work in any post available in the cadre of Group-C.

10. All the candidates are directed to come interview with their original documents for scrutiny to be eligible to face the interview and report at 2 P.M on dated 09.03.2021 before Registrar, Civil Courts, Jagatsinghpur.

Sd/-A.C. Behera, 02.03.2021

Date: 02.03.2021
Place: Jagatsinghpur

District Judge,
Jagatsinghpur

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 closed)

5. Age as on: 02.03.2021 : 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