



OFFICE OF THE LOKAYUKTA, ODISHA
B-2, Ground Floor, Toshali Bhawan, Satya Nagar, BBSR-751007

(Phone No: 0674-2572563, E-mail ID: lokayukta.odisha@gov.in)

ADVERTISEMENT

No 01 /LY

Date: 27.04.2022

CONTRACTUAL ENGAGEMENT OF RETIRED PRIVATE SECRETARY /PERSONAL ASSISTANT, SR. STENOGRAPHER AND ASSISTANT SECTION OFFICER.

Applications are invited from retired Government Servants having requisite experience as noted below for re-employment against two posts of Private Secretary/ Personal Assistant, one post of Senior/ Junior Stenographer and two posts of Assistant Section Officer as per the terms and conditions stipulated in the G.A. & P.G. Department Resolution No. 23750/Gen., dated 27.08.2014 for a period of 1 (one) year from the date of joining or till the posts are filled up on regular/ deputation basis or as to the satisfaction of Appointing Authority, whichever is earlier. The engagement shall be made with a consolidated remuneration fixed by the Finance Department vide their FDOM No. 7022/F, dated 17.03.2018.

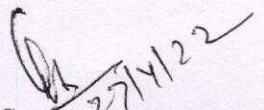
ELIGIBILITY - Retired Government Servants below 64 years of age, physically fit & having good service career are eligible to apply. The applicant for the post of PS/ PA and Sr. Steno should have proficiency in English typing and Short hand.

The Application shall be addressed to **the Secretary, Office of the Lokayukta, Odisha, B-2 Ground floor, Toshali Bhawan, Satya Nagar, Bhubaneswar-751007.** The last date and time of receipt of application along with Bio-Data in the prescribed format shall be 12.05.2022, 5.30 P.M.

Only shortlisted candidates will be called for interview.

There will be a practical test of short hand and typing for selection to the post of PS/ PA & Sr. Stenographer. Further, a Personality test (interview) shall be conducted for the post of ASO.

The undersigned reserves the right to accept or reject the application(s) without assigning any reason(s) thereof.


Secretary,

Lokayukta, Odisha

FORMAT

Affix a self-
attested
passport size
photograph

1	Name of the post applied	
2	Name of the retired employee	
3	Father's/ Husband's name	
4	Name of the Department/ Office and post held at the time of retirement (Attach copy of P.P.O./ Retirement notification/ or any other related document)	
5	Scale of pay with pay level under ORSP Rules, 2017 at the time of retirement (Last pay)	
6	Pension/ Provisional Pension drawn per month by the retired employee	
7	Permanent address	
8	Present address	
9	Date of birth (in word & figure)	
10	Date of retirement from Government service	
11	Whether any disciplinary/ criminal proceeding/ vigilance case is pending/ disposed of against the retired Government employee	
12	Contact telephone No.	
13	E-mail ID (if any)	

SIGNATURE OF THE APPLICANT

DECLARATION

I do hereby declare and state that the statements made above are true and correct to the best of my knowledge and belief and based on records.

Place:

Date:

SIGNATURE OF THE APPLICANT