

Government of Odisha  
Home Department

No.Home-SE-1-ASSN-0001-2013 <sup>\*\*\*\*</sup> 35845 /SE, Dated 25.09.2013

NOTICE

In pursuance of Home Department Resolution No.4859/SE, dated 07.02.2013, applications are invited from the retired Senior Principal Private Secretaries / Principal Private Secretaries / Senior Private Secretaries / Private Secretaries / Personal Assistants and Senior Stenographers who have not completed 62 years of age as on 01.09. 2013 and free from Departmental / Vigilance proceedings, for their engagement as Officers on Special Duty (OSD) on contractual basis in different Departments of the Secretariat against the vacant posts of Sr. Stenographer. Their emoluments will be fixed as per this Department Resolution No.4859 dated 7.2.2013. The willing retired personnel of Home Stenographer / P.A & P.S cadre shall apply in the prescribed application form (enclosed) to the undersigned within a period of 7days from the publication of this advertisement for consideration of their engagement.

*Under Secretary*  
23/9/13

Under Secretary to Government

Memo No. 35846 /Dated 25.09.2013

Copy forwarded to All Departments of Government for publication of this notice.

*Under Secretary*  
23/9/13

Under Secretary to Government

Memo No. 35847 /Dated 25.09.2013

Copy forwarded to the Superintendent- Home (SE) Department / General Secretary, Odisha Secretariat Private Secretary and Personal Assistants Service Association / General Secretary, Odisha Secretariat Stenographers' Association for wide publication among the retired personnel of the cadre.

*Under Secretary*  
23/9/13

Under Secretary to Government

Memo No. 35848 /Dated 25.09.2013

Copy forwarded to the NIC Co-ordinator, Home Department for publication of this notice in the Deptt. website.

*Under Secretary*  
23/9/13

Under Secretary to Government

## APPLICATION FOR SELECTION OF OSD IN HOME (SE) DEPARTMENT

1. Name :
2. Father's Name :
3. Date of Birth :
4. Designation of the post last held :
5. Permanent Address :
6. Address for correspondence :
7. Phone/Mobile No. :
8. Date of Retirement :
9. Educational Qualification :
10. History of Service :
11. Whether physically fit to discharge Government duties :
12. Whether any Vigilance Case/ Departmental proceedings/Criminal Prosecution is contemplated/ pending against him :
13. Whether penalised for misconduct during period of last 10 years of service :
14. Whether member of any political party after retirement :
15. DECLARATION :

Certified that the information furnished above are correct and true to the best of my knowledge and belief. Further I do hereby undertake that if any information detected false, in future I will be liable for any action as deemed proper against me.

SIGNATURE OF APPLICANT