

## OFFICE OF THE DISTRICT EDUCATION OFFICER, CUTTACK.

OFFICE ORDER NO. 5646 //Dt. 13.04.2018

**Sub:- Recruitment Guideline for filing of One Contractual Class-IV (Peon) post at B.K. Bidyapitha, Banki, At/P.O- Banki, Cuttack.**

In order to implement the order No.09 dated.10.4.2017 passed in CONTC NO.1233 OF 2017 (Arising out of W.P.( C ) No.19159 of 2016 ) and in pursuance of the instruction received from the Govt. SME Department vide the letter No.6080/SME.dated for Un-reserved category on Contractual basis at B.K. Bidyapitha, Banki, At/P.o- Banki, Dist:- Cuttack as per the letter of the Govt.in school and Mass Education Department vide No.6080/SME.dt.20.3.18 and G.A Department letter No.11752/Gen.dt.19.4.1989 as per the following Manner.

**1. Eligibility**

- (a) He must be a citizen of India
- (b) For the posts for which the candidate must have passed in Middle school examination.
- (c) The candidate must have to read and write in English and Odia Language
- (d) No Premium shall be given for qualification higher than the Minimum Prescribed

**2. AGE**

The Candidate must be below 32 years of age and above 18 year of age as on 31.3.2018. The Upper age shall be relaxed in respect of the petitioner i.e Sri Himansu Sekhar Parida of this case and Women, ex-military persons the upper age shall be relaxed by 05 years and in case of PH candidates the upper age shall be relaxed by 10 years.

**3. Reservation:-**

The post advertised as the single post belongs to Unreserved Category Only.

**4. Emoluments and Service Condition :-**

The emoluments and Service conditions shall be guides as per the provision of G.A. Department Notification No.32010/Gen.dt.12.11.2013 and No.1147/Gen .dated 17.01.2014 read with Notification No.4587/Gen.dated 15.2.2014 for Group –D employees.

**5. Mode of application**

The eligible candidates should send their application in the prescribed format attached here with completed in all respect with proper requisites and Certificates by Registered/ Speed Post. The last date of receipt of the application is **30.4.2018 by 4. P.M.** and application received after 4. P.M. on 30.4.2018 shall not be entertained.

**6. Documents to be attached with application.**

- (a) Residential Certificate
- (b) M.E. Pass Mark Sheet and Certificate. The M.E. Mark Sheet must be countersigned by concerned Block Education Officer in case elementary schools and Mark Sheet issued by the Headmaster of High Schools must be countersigned by concerned Dist. Education Officer.
- (c) Employment Registration Card with number.
- (d) Self addressed envelope with postal stamp.

**7. Selection :-**

After receipt of application from the eligible candidates in the prescribed form the same is to be scrutinized/Verified by the Officers engaged for the purpose. Only percentage of mark in ME Examination will be taken in to consideration during Selection. Higher qualification will not be given any weight age for the selection of the class-IV post.

The selection will be made by the Selection Board as detailed below,

- |  |                   |
|--|-------------------|
| (a) Collector, Cuttack or his authorized Officer | - Chairman        |
| (b) Dist. Employment Officer.                    | - Member          |
| (c) Dist. Education Officer                      | - Member Convener |
| (d) Esst. Officer of the Collectorate            | - Member          |

The Collector shall have the power to add to or delete any member of the Selection Board as and when considered necessary. The modality for selection of candidate for Class-IV post basing on the guidelines issued by from time to time shall be followed in the matter. Besides the selection Board may prescribe additional criteria if any to conduct the selection in a Foot-proof manner. The Selection list prepared by the selection Board shall remain valid One year or till the next list will be prepared whichever is earlier.

8. The Dist. Education Officer, Cuttack shall engage selected candidate on Contractual basis from the Select list.
9. A contract agreement shall be executed by the Dist. Education Officer, Cuttack to be signed on Stamp Paper as per G.A. Department Notification –GAD/SC- Rule/Sc-Rule-009/2013-23010- GEN.dated.12.11.2013.

  
Dist Education Officer, Cuttack.

## APPLICATION FORM

**Application for engagement of one Contractual Peon Class- IV ( UN RESERVED)**  
**Category in B.K. Bidyapitha, Banki, At/Po- Banki, DIST- Cuttack.**

- 1 Name of the Candidate:-  
2 Name of the Father/Husband/  
Guardian.  
3 Address of the Applicant At.  
with Pin Code

Affex attested paspost size  
photograph.

PO  
PS DIST  
PINE MOB-NO.

- 4 Marital Status

- 5 Gender

|   |   |
|---|---|
| M | F |
|---|---|

- 6 Date of Birth

|      |       |      |
|------|-------|------|
| Date | Month | Year |
|      |       |      |

- 7 Age as on 31.03.2013

|      |       |      |
|------|-------|------|
| Year | Month | Date |
|      |       |      |

- 8 Qualification

- 9 Special Reserved Category

**Person with Disabilities Ex- Militarypersons**

|  |  |  |  |
|--|--|--|--|
|  |  |  |  |
|--|--|--|--|

- 10 Employment Regd No.  
with name of Employment Exchange

- 11 I.P.O amounting to Rs100/-  
to be submitted in favour of  
District Education Officer, Cuttack.

I.P.O.No Date  
and name of post office

- 12 Residential Certificate with details

- 13 Two self address Envelop  
affcexing postage stamp.

Signatur of the applicant.