



**PANCHAYAT SAMITI MAHANGA**  
**OFFICE OF THE PANCHAYAT SAMITI, MAHANGA**

E-mail ID- [ori-mahanga@nic.in](mailto:ori-mahanga@nic.in), Ph-0671-2354138

Letter No: - 5296

Date:- 28.11.23

To

The CDO-CUM-EO,  
Zillaparisad, Cuttack

**Sub:** Selection of CSS (community Support Staff) under OLM of Mahalaxmi BLF, Mahanga

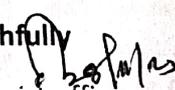
**Ref:** letter No, 07 Date 28.11.2023, from Mahalaxmi BLF, Mahanga

Respected sir,

With reference to the subject cited above I am to inform you we have received 18 GPLF and Mahalaxmi BLF's resolution for selection of CSS (MBKs and Bank Mitras) under OLM, Mahanga Block. Total 11 MBKs and 11 Bank Mitras post <sup>are</sup> for laying vacant in aforesaid 18 GPLFS. BLF is going to issue notice and invite application for different position from 2 December 2023 at Block office , CDPO office , BLF office and GPLF office .the details vacant position is enclosed for your kind information.

This for favor of your kind information and necessary action.

Yours Faithfully

  
Block Development Officer  
Mahanga Mahanga

CC: Copy forwarded to DPM –OLM Cuttack for information and necessary action

CC: Copy forwarded to CDPO, Mahanga for information and necessary action

CC: Copy forwarded to BPC, MS for information and necessary action



**Community support staff to be selected at Mahanga Block**

Sl no	Name of the GPLF	No MBK to be selected	No of Bank Mitra to be selected	Bank Name & Branch
1	Basudevpur GPLF		1	OGB,Basudevpur
2	Bhadreswar GPLF		1	CBI,Bhadreswar
3	Bheda GPLF	1		
4	Chahapada GPLF		1	Canara,Chatratota
5	Gotara GPLF	1		
6	Kaitha GPLF	1	1	BOI,Anandabaza
7	Kusupur GPLF		1	PNB,Kusupur
8	Kuhunda GPLF		1	BOI,Kuhunda
9	Kurujanga GPLF	1		
10	Mahanga GPLF	1	1	SBI,Mahanga
11	Mauda GPLF	1	1	SBI,Mahanga
12	Nurtanga GPLF	1		
13	Nahanga GPLF	1		
14	Podamarai GPLF	1	1	OGB,Earakana
15	Samsarpur GPLF	1		
16	Sahapur GPLF	1		
17	Srikrushnapur GPLF		1	UCO,Kuanpal
18	Umar GPLF		1	CANARA,Umara

  
Block Development Officer  
Mahanga

# BLOCK LEVEL MAHALAXMI MAHASANGHA

## KUANPAL, MAHANGA, CUTTACK

REGD. NO. - RECTC/176961331/2008

Letter No. : ..... 0/0

Date : 28.11.2023

Block Level Federation of Mahanga Block Invites Applications From candidates for the following positions of community support staff of Bheda, Gotara, Klatha, Kurujanga, Mahanga, Mouda, Nurtanga, Nahanga, Podamarai, Sahapur, Samsarpur GPs.

Community Support Satff	Name of the CLF/GPLF	No Of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs.per month)
<b>MASTER BOOK KEEPER(MBK)</b>	Bheda GPLF	1	Intermedlate /12 <sup>th</sup> /+2 pass	RS.6000/-
	Gotara GPLF	1		
	Kaitha GPLF	1		
	Kurujanga GPLF	1		
	Mahanga GPLF	1		
	Mauda GPLF	1		
	Nurtanga GPLF	1		
	Nahanga GPLF	1		
	Podamarai GPLF	1		
	Samsarpur GPLF	1		
	Sahapur GPLF	1		

**Other Eligibility Criteria:**

1. Should be a women and a SHG Member.
2. Should be a able to read and write odia
3. Well conversed with local language/dialect
4. Age minimum 18 years
5. Domicile: Shall be resident of same GP

*Mamata Rout*

**ସଂପାଦିକା**  
**ମହାଲକ୍ଷ୍ମୀ ବ୍ଲକ୍ ପ୍ରରାୟ ମହାସଂଘ**  
**ମାହାଙ୍ଗା**

*Sasmita Mohanty*

**ସଂଗ୍ରହକା**  
**ମହାଲକ୍ଷ୍ମୀ ବ୍ଲକ୍ ପ୍ରରାୟ ମହାସଂଘ**  
**ମାହାଙ୍ଗା**

# BLOCK LEVEL MAHALAXMI MAHASANGHA

## KUANPAL, MAHANGA, CUTTACK

REGD. NO. - RECTC/176961331/2008

Letter No. : .....09.....

Date : ..28.11.2023

Block Level Federation of Mahanga Block invites Applications From candidates for the following positions of community support staff of Basudevper, Bhadreswar, Chahapada, Mahanga, Mouda, Kusupur, Kuhunda, Podamarai ,Kaitha, Srikrushnpur, Umara

Community Support Satff	Name of the CLF/GPLF	Name Of the Bank	No Of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs.per month)
<b>BANK MITRA</b>	Basudevper GPLF	OGB,Basudevper	1	Intermediate /12 <sup>th</sup> +2 pass	RS.6000/-
	Bhadreswar GPLF	CBI,Bhadreswar	1		
	Kaitha GPLF	BOI,Anandabazar	1		
	Kuhunda GPLF	BOI,Kuhunda	1		
	Mahanga GPLF	SBI,Mahanga	1		
	Mouda GPLF	SBI,Chasakhanda	1		
	Kusupur GPLF	PNB,Kusupur	1		
	Chahapada GPLF	Canara,Chahapada	1		
	Podamarai GPLF	OGB,Erakana	1		
	Srikrushnpur GPLF	UCO,Kuanpal	1		
	Umara GPLF	Canara,Umara	1		

**Other Eligibility Criteria:**

1. Should be a women and a SHG Member.
2. Should be a able to read and write odia
3. Well conversed with local language/dialect
4. Age minimum 18 years

*Mamata Rout*

ସଂପାଦିକା  
ମହାଲକ୍ଷ୍ମୀ ବୁକ୍ ପ୍ରଚାର ମହାସଂଘ  
ମାହାଙ୍ଗା

*Sasmita Mohanty*

ସଭାପତି  
ମହାଲକ୍ଷ୍ମୀ ବୁକ୍ ପ୍ରଚାର ମହାସଂଘ  
ମାହାଙ୍ଗା

# BLOCK LEVEL MAHALAXMI MAHASANGHA

KUANPAL, MAHANGA, CUTTACK

REGD. NO. - RECTC/176961331/2008

Letter No. : ..... ୦୪.....

Date: ... ୨୫. 11. 2023

ପ୍ରାୟୋଗ୍ୟ,

ଶ୍ରୀମତୀ ମାମତା ରାଉଟ ଅଧିକାରୀ, ମାହାଙ୍ଗା

କର୍ମଚାରୀ - Community Support Staff କର୍ମଚାରୀ କମଳେ,

ମାହାଙ୍ଗା,

ଆମେ ମହାଲକ୍ଷ୍ମୀ ଜ୍ୟୁନିୟର ମାହାଙ୍ଗା ମାହାଙ୍ଗା ଏକ ସମାଜିକା ଅଟେ । ମାହାଙ୍ଗା ଜ୍ୟୁନିୟର ତତ୍ତ୍ୱାବଳୀ ନିମ୍ନ ଭାଗରେ MBR ଏବଂ Band Mitra କର୍ମଚାରୀ କମଳେ, ୧୫ଟି ପର୍ଯ୍ୟାୟ ମୁଖ୍ୟ ମାହାଙ୍ଗା ଅଧିକାରୀ ଅଧିକାରୀ ମାହାଙ୍ଗାରେ MBR-କର୍ମଚାରୀ ୧୧ଟି କର୍ମଚାରୀ ଏବଂ Band Mitra କର୍ମଚାରୀ ୧୧ଟି କର୍ମଚାରୀ କମଳେ ଅଧିକାରୀ ଅଧିକାରୀ,

ସମ  
ମୁଦ୍ରା

ଏହି ଆବେଦନ କର୍ମଚାରୀ ଅଧିକାରୀ ଏହି କର୍ମଚାରୀ କମଳେ ଆମେ କର୍ମଚାରୀ କମଳେ ଆମେ କର୍ମଚାରୀ କମଳେ,

(କର୍ମଚାରୀ)

ମାହାଲକ୍ଷ୍ମୀ ଜ୍ୟୁନିୟର ମାହାଙ୍ଗା

Saemita Mehantry

ମାହାଲକ୍ଷ୍ମୀ ଜ୍ୟୁନିୟର ମାହାଙ୍ଗା

Mamata Rout

ମାହାଲକ୍ଷ୍ମୀ ଜ୍ୟୁନିୟର ମାହାଙ୍ଗା

ଏହା ଏକ କର୍ମଚାରୀ କମଳେ ୯୦୨୦, Madam, BPM, Madam  
କର୍ମଚାରୀ କମଳେ ।

# BLOCK LEVEL MAHALAXMI MAHASANGHA

KUANPAL, MAHANGA, CUTTACK

REGD. NO. - RECTC/176961331/2008

Letter No. : ୦୪

Date : 28/11/2023

ପ୍ରାପ୍ତ

ସଭାପତି, ସଂଘାଧିକାରୀ ଗ୍ରା: ୧ ପୁରୀରୁ ସାଇ  
 ମାହାଙ୍ଗା, ଭେଟା, ସମସ୍ତପୁର, ସାହାପୁର, କଞ୍ଚିଆ, ଗୋଦାମରୁଇ  
 କୁଳପୁରୀ, ଗୋରା, ନଗରୀ, ମହାଳୀ, ଦାସପୁରପୁର, କୁଳୁଆ, କୁଳୁଆ  
 ସମାଜ, ଶ୍ରୀକୃଷ୍ଣପୁର, ଶୁଭାପଳା, ଭୁବନେଶ୍ୱର, ନାଗରୀ

ବିଷୟ - ଗଣନା ଏବଂ ଉଚ୍ଚ ମାନିଷ୍ୟ ଚଳନ ନିମନ୍ତେ ବିଭାଗୀୟ ଦାସପୁର  
 ମହାଙ୍ଗା,

ଉପରୋକ୍ତ ୧୮ ଗୋଟି ଗ୍ରାମ ବିଭାଗୀୟ Community Support  
 Staff ଜମାଣ ଉପକ୍ରମରେ କୁଳ ପୁରୀରୁ ମହାଙ୍ଗା ପ୍ରଦତ୍ତ କରିଥିବେ ।  
 ଓଡ଼ିଶା ମହାଙ୍ଗା ଶ୍ରମିକର ମାଧ୍ୟମରେ ଉଚ୍ଚ ମାନିଷ୍ୟ ବିଭାଗୀୟ ମାହାଙ୍ଗା  
 କୁଳପୁରୀରୁ ମହାଙ୍ଗା ଚଳାଣୀ ସମସ୍ତ ପଦାଧିକାରୀ ମହାଙ୍ଗାଙ୍କ Notice ପ୍ରଦାନ  
 କରାଗଲା । ଓଡ଼ିଶା ବିଭାଗୀୟ ଚଳନ ଚଳିତ ଉପକ୍ରମରେ ଗ୍ରାମୀଣ କୁଳପୁରୀରୁ  
 ମହାଙ୍ଗାଙ୍କ ଉପକ୍ରମ, ପଦାଧିକାରୀ ଉପକ୍ରମ, କୁଳ ଉପକ୍ରମର ଗ ୦୧/୧୨/୨୦୨୩  
 ତାରିଖରୁ ଓଡ଼ିଶା ବିଭାଗୀୟ ଗଣନା ମାହାଙ୍ଗା ସମସ୍ତଙ୍କୁ ପ୍ରଦାନ ଦିଆଗଲା ।  
 ଗଣ ବି ୧୫/୧୨/୨୦୨୩ ଦିନ ବିଭାଗୀୟ ଗଣନା ଗଣନା ଚଳାଣୀ  
 ସମସ୍ତଙ୍କୁ ସୂଚନା କରାଗଲା ।

AM  
 Mahang

ଘୋଷଣାକାରୀ କିରୁକ  
 କୁଳପୁରୀରୁ ମହାଙ୍ଗା

ସଭାପତିଙ୍କୁ  
 Jasmila-Mehanty  
 ମହାଙ୍ଗା  
 ମହାଙ୍ଗା

ମାମତା ରୋଡ  
 ମହାଙ୍ଗା  
 ମହାଙ୍ଗା

ବି: ୨ - ଓଡ଼ିଶା କୁଳପୁରୀରୁ ମହାଙ୍ଗାଙ୍କୁ ଗୋଟି ଗଣନା ନିମନ୍ତେ  
 Block ର BDO ମହାଙ୍ଗା, ଏପିଏ ମହାଙ୍ଗା  
 BPT / BPC ମାଧ୍ୟମରେ ପ୍ରଦାନ ନିମନ୍ତେ ପ୍ରାର୍ଥନା କରାଗଲା ।

## GENERAL TERMS & CONDITIONS

- 1) Application form and work description for each position are available at GPLF/BLF office. Candidate may download the Application Form and job profile from the website of Chief Development Officer-cum- Executive Officer.
- 2) Self-attested documents in support of identity, qualifications, experience, etc. as per the checklist have to be submitted along with application form at BLF Office within the timeline. Original documents shall be produced as and when required.
- 3) The selection process will consist of short listing of candidates on basis of minimum eligibility criteria, academic qualifications, experience and other socio-economic cum special category.
- 4) The prescribed eligibility conditions viz. age, qualification and experience, etc. should have been acquired as on date of notice. Qualification should be from approved recognized institutions.
- 5) In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will be rejected at any stage of the selection process.
- 6) Applicants shall mention the correct and active mobile number and email-id in the application form.
- 7) CLF/ GPLF/ BLF have all the rights to cancel selection process at any level of selection process.
- 8) The candidate has no right to claim for permanent job with concerned CLF/ GPLF/ BLF/Government.
- 9) The last date of receipt of application is 15/12/2023

Mamata Rout

ସଚିବ  
ମହାଲକ୍ଷ୍ମୀ ବ୍ଲକ୍ ସମାଜ ମହାସଭା  
ମାହଙ୍ଗା

Sd/-

President/Secretary  
Block Level Federation (BLF)  
ସଚିବ  
ମହାଲକ୍ଷ୍ମୀ ବ୍ଲକ୍ ସମାଜ ମହାସଭା  
ମାହଙ୍ଗା

Memo.No. 1/ Date 28.11.2023

Copy Submitted to BDD and CDPO Mahanga For Information

Mamata Rout

ସଚିବ  
ମହାଲକ୍ଷ୍ମୀ ବ୍ଲକ୍ ସମାଜ ମହାସଭା  
ମାହଙ୍ଗା

Sarmita Mohanty

ସଚିବ  
ମହାଲକ୍ଷ୍ମୀ ବ୍ଲକ୍ ସମାଜ ମହାସଭା  
ମାହଙ୍ଗା

**ANNEXURE-IV TIMELINE FOR SELECTION OF COMMUNITY SUPPORT STAFF**

Sl. No	Activity		Timeline	Date	Responsibility
	a.	b.			
1.	Notification at Block Office, CDPO Office, BLF Office, GPLF Office, GP Office, Anganwadi centre of concerned village for CRP-CM position and all Anganwadi centers of GP for concerned Community Support Staff from website of Chief Development Officer-Cum-Executive Officer (CDO-cum-EO)		Day 1	1.12.23	BLF/GPLF EC OLM + Chief Development Officer-Cum-Executive Officer for publication in the website
2.	Last date of receipt of Applications		Day 15	15.12.23	BLF
3.	Recording of all applications in prescribed register		Day 1 to day 15	1.12.23 15.12.23	BLF
4.	Preparation of list of candidates		Day 20	20.12.23	BLF
5.	Display of list of candidates at BLF, GPLF and CLF (for CRP-CM)		Day 22	22.12.23	Selection Committee (at BLF)
6.	Submission of grievance (at Block Office)		Day 23 to day 29	23.12.23 29.12.23	BDO
7.	Hearing of grievances of candidate/s		By the day 30 to day 34	30.12.23 3.1.24	BDO
8.	Document Verification by selection committee		By the day 35 to day 44	4.1.24 14.1.24	Selection Committee (at BLF)
9.	Preparation of Final merit list (at BLF)		By the day 45	15.1.24	Selection Committee (at BLF)
10.	Resolution made at GPLF		By the day 50	20.1.24	GPLF
11.	Display of Final merit list at BLF, GPLF and CLF (for CRP-CM only)		By the day 51	21.1.24	BLF and GPLF
12.	Issue of Offer letter		By the day 53	23.1.24	GPLF

Mamata Rout

ସଂପାଦିତା  
ମହାଲକ୍ଷ୍ମୀ ବୁକ୍ ଡ୍ରଗାର୍ସ ମହାବଳୀ  
ମହାଲକ୍ଷ୍ମୀ

**ANNEXURE-II APPLICATION FORM FOR COMMUNITY SUPPORT STAFF**

Position applied for -- \_\_\_\_\_

Name of the CLF: \_\_\_\_\_ Name of the GPLF: \_\_\_\_\_

Name of the Bank Branch (Bank Mitra): \_\_\_\_\_ Name of the Block: \_\_\_\_\_

A Personal Information			
1	Full Name of the Applicant		Paste recent size colour photograph
2	Sex		
3	Full Name of Father/ Husband		
4	Full Name of Mother		
5	Date of Birth (DD/MM/YYYY)		
6	Age as on date of issue of notice (in Completed Years)		
7	Social Category (Please tick valid option)	Gen ( ) / SEBC ( ) / SC ( ) / ST ( ) / Minority ( )	
8	Economic Category (Please tick valid option)	Poor ( ) / EPVG ( ) / Ration Card holder ( ) / BPL ( ) / Annual Income less than Rs.60,000/- ( )	
9	Special Category (Please tick valid option)	PwD ( ) / Orphan ( ) / PVTG ( )	
10	Current Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin		
11	Permanent Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin		
12	Telephone/mobile Number (Mandatory)		
13	Alternate telephone/mobile Number (Optional)		
14	Email ID (optional)		

**B. Educational Qualification (Self attested photocopy of Certificates & Mark sheets to be attached)**

Sl. No.	Degree/Diploma/ Certificate Course/ Any other	Total Marks	Total Marks secured	% of marks secured	Institution / College/ School	University / Board	Year of Passing
1	10 <sup>th</sup> Class						
2	12 <sup>th</sup> / Intermediate/ +2						
3	Graduation (Specify)/ +3						
4	Post Graduate (Specify)						
Any other qualification, ITI/additional degree, diploma/ degree/ certificate course. If Yes, mention below							
5							
6							
7							
8							

C. Experience (Self attested photocopy of experience certificates and relevant documents to be attached)						
Sl. No.	Area of Experience	Name and address of SHG/ CLF/ GPLF/Department/ Organization/ govt. recognized Institution associated with	PERIOD		Total Period (In Years/ Months)	
			From (MM/YYYY)	To (MM/YYYY)		
1						
2						
3						
4						

D.	Language Proficiency (Put Tick Mark $\checkmark$ in appropriate column)

*Adit*

Sl. No.	Language	Read	Write	Speak
1	Odia			
2	Hindi			
3	English			
4	Any Other (Specify)			

Documents attached (refer to *Annexure-III* to know type of documents to be attached)

Sl No.	Name of Document attached	Sl No.	Name of Document attached
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	

**Declaration**

*I do hereby, declare that information submitted by me is true to the best of my knowledge. I understand that, in case of false information, my candidature will be rejected at any given point of time and I am also liable for appropriate action.*

Date

Place

Signature

**ANNEXURE-III CHECKLIST OF DOCUMENTS TO BE SUBMITTED**

Sl. No.	Parameter	Self-Attested Documents to be submitted
a.	b.	c.
1.	Address Proof	Resident Certificate/Aadhaar Card/ Voter ID/ Electricity/ Water Bill/ Ration Card
2.	Identity Proof	Aadhaar Card/Voter ID/PAN Card/ Driving License/ Ration Card with Photo
3.	Age Proof	Birth Certificate/ 10 <sup>th</sup> class certificate
4.	Educational Qualification	Mark sheet/ Board Certificate/ Diploma/Degree Certificate/ Post graduate certificate/ Any other qualification certificate from approved recognized institution
5.	SHG Member	Letter from President/Secretary of concerned SHG
6.	Social Category (SC/ST/Minority)	Caste Certificate
7.	Economic Category (Poor/EPVG (SECC 2011 Census data)	PIP Under OLM as per SECC-2011
8.	Ration card holder	Ration card issued by Competent Authority
9.	BPL	BPL card issued by Competent Authority
10.	Annual Income less than Rs. 60,000/	Income Certificate issued by Tahasildar
11.	Person with Disability	Disability Certificate from concerned government department
12.	Orphan	Orphan certificate from concerned Tahasildar (staying at home)/ DCPO (staying at child care institution)
13.	PVTG	Caste Certificate
14.	Community Cadre in intensive village/ GP under OLM	Letter from concerned CLF President/Secretary (in case of CRP-CM), GPLF President/Secretary in case of MBK, Bank Mitra, CRP-EP mentioning period for which candidate is/was engaged in intensive village/ GP under OLM
15.	CRP for mobilization round/ Senior CRP under OLM	Letter/ Certificate from BMMU/DMMU/SMMU, OLM mentioning the period of engagement

*Sasmita Mehanly*

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*Monika Rout*

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