

ODISHA ELECTRICITY REGULATORY COMMISSION
PLOT NO.4, CHUNOKOLI, SHAILASHREE VIHAR
BHUBANESWAR – 751 021
TEL. No. 2721048/2721049
E-mail :orierc@gmail.com
website :www.orierc.org

ADVERTISEMENT

Retired Clerk/Diarist/Despatch Clerk/Issue Superintendent of Government Offices/
Public Sector Undertakings interested to serve as Jr. Consultant (Diary & Despatch) in OERC on
contractual basis may apply in the prescribed format on or before **16.8.2023 by 5.30 PM**. The
Application Format along with the detailed Advertisement is available on the Commission's
website **www.orierc.org**

Sd/-
SECRETARY

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No.ADM-08(Vol.V)/
Dtd.02.08.2023

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Contractual Engagement of Retired Clerk/Diarist/Despatch Clerk/Issue Superintendent of Government Offices/ Public Sector Undertakings (PSUs)

Applications in prescribed format are invited from intending candidates who have retired as Clerk/Diarist/Despatch Clerk/Issue Superintendent from Government Offices/ PSUs for engagement as Jr. Consultant (Diary & Despatch) on contractual basis in the office of the OERC as per the terms and conditions stipulated in the GA & PG Department Resolution No.23750/Gen., dated 27.08.2014 for a period of one year from the date of joining or till the incumbent attains the age of 65 years. The engagement shall be made with a consolidated remuneration as per the provision contained in the Finance Department in FDOM No.24533/F dated 29.9.2022.

Eligibility Condition:

- I. Retired Govt. Servants/PSUs below 64 years of age as on 16.08.2023 (closing date of submission of application) who are physically fit and having good service careers shall be eligible to be considered.
- II. Employees against whom departmental proceedings or criminal cases are contemplated/ pending or who have been penalised for misconduct will not be eligible for re-engagement.
- III. The applicant for engagement as Jr. Consultant (Diary & Despatch) must have adequate knowledge in Issue, Diary & Despatch activities and working knowledge in computer.

Tenure, Terms and Conditions:

- I. The said engagement as Jr. Consultant (Diary & Despatch) shall be made initially for a period of one year from the date of joining or till the incumbent attains the age of 65 years, whichever is earlier.

- II. The retired employee shall be governed by the provisions of Odisha Govt. Servants Conduct Rules.
- III. The retired employee can be terminated at any time for his unsatisfactory performance, by giving him one month's notice. Moreover, if the re-engaged employee desires to resigns/quits, he/she shall do so by giving one month's written notice to the Commission.
- IV. The filled in applications along with bio-data in the prescribed format in a sealed envelope by Registered post/Speed post/Courier/by hand super scribing "Application for engagement as Junior Consultant" should reach this Commission on or before **16.8.2023 by 5.30 PM.**
- V. Applications received after the due date will be rejected.

Only shortlisted candidates will be called for attending an interview:

There will be an interview of the candidates for selection of Jr. Consultant (Diary & Despatch) by a Committee constituted for the purpose and decision of the Committee would be final. No TA/DA will be paid for attending the interview.

The Commission reserves the right to accept or reject the applications without assigning any reason thereof.

**Sd/-
SECRETARY**

FORMAT

APPLICATION FORM FOR ENGAGEMENT OF JR. CONSULTANT IN THE OFFICE OF ODISHA ELECTRICITY REGULATORY COMMISSION, BHUBANESWAR

1. Name :
2. Father's/Husband's Name :
3. Permanent Address :
4. Present Address :
5. Date of Birth :
6. Age of Applicant: _____ Years _____ Months _____ Days
(as on 16th August, 2023)
7. Educational Qualification :
8. Mobile/E-mail ID :
9. Name of the Office & designation of the post last held with date & duration :
10. Date of entry into Govt. Service :
11. Date of retirement :
12. Last pay drawn (Level/Grade Pay) :
13. Whether any criminal case or Vigilance inquiry or Departmental Proceeding was initiated or is pending against the applicant. If yes, did it lead to conviction of imposition of punishment or it is still pending? Give details:
14. Operational Computer Knowledge :
15. Any other relevant information :

DECLARATION

I Sri/Smt. _____ son/wife of _____
do hereby solemnly declare that the information furnished above are true to the best of my knowledge. If at any time, the information furnished above is found to be incorrect, I will be disengaged from re-employment.

Place :

Signature of the Applicant

Date :