

ODISHA STATE LEGAL SERVICES AUTHORITY
S.O.-20, CANTONMENT ROAD, CUTTACK-753001

Advertisement No. 1/O.S.L.S.A. Dt.20.06.2014

ADVERTISEMENT FOR CONTRACTUAL APPOINTMENT

Applications are hereby invited from eligible candidates for filling up of the following posts in different District Level Mediation Centres on contractual basis for the period up to end of March 2015.

Sl. No.	Name of the Post	No. of Vacancies category-wise	Place	Monthly Remuneration	Educational Qualification	Age as on 01.01.2014
1.	Computer Literate Jr. Clerk (Contractual)	ST= 07 SC= 05 SEBC= 01 <u>GEN=</u> <u>03</u> Total = 16	Angul, Bargarh, Boudh, Keonjhar, Mayurbhanj at Baripada, Sundargarh, Koraput at Jeypore, Nayagarh, Jharsuguda, Nuapada, Phulbani, Kalahandi at Bhawanipatna, Nabarangpur, Malkangiri, Deogarh, Rayagada	Rs.5,200/-	Graduation from any recognized University with Diploma in Computer Application from a Registered Institute having working knowledge in computer software like MS Office and Internet etc.	Not below 21 years and above 32 years of age as on 01.01.2014. (Age relaxation for reserved category candidates shall be made as per relevant Govt. rules)

Note :- SC - Scheduled Caste

ST - Scheduled Tribe

SEBC - Socially and Educationally Backward Class

UR - Un-reserved.

Reservation for physically handicapped and women candidates shall be made in accordance with the relevant Govt. rules.

(a) Appointments to the above posts are purely contractual and terminable even before the period of contract, if the performance and conduct are not found satisfactory and up to the requirement. This appointment shall not confer any right on the appointee to claim appointment on regular basis.

(b) Selection to the post of Computer Literate Jr. Clerk shall be on the basis of performance in a written examination followed by Computer Practical Test and Viva-voce as per the following scheme:-

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WRITTEN EXAMINATION

Paper	Subjects	Maximum Marks	Time
Paper-1	English(Qualifying)	100 Marks	2 hours
Paper-II	Arithmetic	50 Marks	1 hour
Paper-III	General Knowledge	50 Marks	1 hour
	Total	200 Marks	

Only Candidates qualifying in the written examination shall be called to attend computer test.

COMPUTER TEST

Practical : 50 Marks

Only Candidates qualifying in the Computer Test shall be called to attend the viva-voce.

VIVA-VOCE --- 50 Marks

(c) The applicant may submit a plain paper application as per the format given below addressed to the *Member-Secretary, Odisha State Legal Services Authority, S.O.-20, Cantonment Road, Cuttack-1* along with photo copy of all documents regarding age proof, educational qualification, proof regarding caste (in case he/she belongs to SC/ST/SEBC) and two copies of recent passport photographs, duly attested by a Gazetted Officer and one self-addressed envelope with stamp of Rs.25/-.

(d) The last date of receipt of applications along with all enclosures in the office of this Authority is **05.07.2014** till 5 P.M. and for any postal delay the Authority shall not be responsible. The applications sent by post should be superscribed with "**APPLICATION FOR THE POST OF COMPUTER LITERATE JR. CLERK**" on the cover.

(e) Incomplete application or application received beyond the stipulated date and time shall be rejected.

(f) The Authority reserves the right to reject any application without assigning/intimating any reason to the applicant.

(g) The Authority reserves the right to short list the applications, if necessary for the written examination.

Sd/-
Member-Secretary

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APPLICATION FORMAT

1. Name of the Applicant :
(in Block Letters)
2. Father's name :
3. Date of Birth :
4. Nationality :
5. Permanent Address :
6. Present Address :
7. Mobile No. (if any) :
8. Educational Qualification :
9. Present age (as on 1.01.2014) :
10. Whether belongs to :
(SC/ST/SEBC/UR)

Affix recent
passport size
photograph

11. Marital Status :

12. Experience if any :

Signature of the Candidate

DECLARATION

I, do hereby declare that all the information given in this application are true, complete and correct in all respect. In the event of any information given hereby is found to be false or incorrect at any stage hereinafter my candidature/selection enrolment/appointment shall be liable to be cancelled without any notice to me.

Place:

Date:

Signature of the Candidate