

OFFICE OF THE COLLECTOR AND DISTRICT MAGISTRATE, BOUDH  
DISTRICT CHILD PROTECTION UNIT (DCPU), BOUDH  
(Social Welfare Section)

Letter No: 772 /DCPU Date: 07.11.2019

**ADVERTISEMENT**

District Child Protection Unit, (DCPU), Boudh intend to engage professional staff on contractual basis under Integrated Child Protection Scheme(ICPS) as per the Letter No 67/OSCPs/RS-0001-2016, Date 19.01.2017 of the Director, Odisha State Child Protection Society, Bhubaneswar, Women & Child Department and Mission Shakti Department, Govt. of Odisha.

Application are invited from eligible candidates in prescribed application form (Enclosed herewith) for the post mention below for a period of eleven month. The period of engagement may be extended further by DCPU depending upon the performance/review. Application must have the essential qualification along with adequate experience. The candidate should possess Bachelor Degree in Commerce with basic knowledge in computer knowledge. Eligible candidate may submit their complete application form in every respect through Register/Speed Post to the Office of the **District Child Protection Officer, District Child Protection Unit, Old collectorate, Boudh latest by 5 P.M On 30.11.2019**. No online or any other mode of submission will be entertained. Any application receive beyond the stipulated date and time will not be consider. Any postal delay the office will not be responsible.

**DETAILS OF THE POST TO BE FILLED UP**

Sl No	Name of the Post	No of post to filled up on contract basic	Monthly Remuneration	Place of Appointment
01	Accountant	01	14,000/-	DCPU, Boudh

The above mention post, honorarium and other term and condition may be changed/modified by the authority. The details of the eligibility criteria of the post and term and conditions of the engagement, application format are available in the official website of the District Boudh i.e. [www.boudh.nic.in](http://www.boudh.nic.in).

The authority reserve the right to cancel the advertisement without citing any reason thereof. The Decision of the authority will be final in this regard.

  
Collector & District Magistrate  
Boudh 7-11-19  
BOUDH

Memo No: 773 //DCPU/ Dated : 07.11.2019

Copy forwarded to District Information Officer, NIC, Boudh to upload the prescribed application and guideline to the recruitment procedure in the District website.

  
Collector & District Magistrate  
Boudh 7-11-19

Memo No: 774 //DCPU/ Dated : 07.11.2019

Copy submitted to Advertisement Manager "THE SAMAJA", "THE SAMBAD" for information with a request to publish the above advertisement in their respective news paper in minimum space for information of the general public.

  
Collector & District Magistrate  
Boudh 7-11-19

Memo No: 775 //DCPU/ Dated : 07.11.2019

Copy submitted to Director ,OSCPs, Bhubaneswar for favour of kind information.

  
Collector & District Magistrate  
Boudh 7-11-19

## **DETAILS GUIDELINE FOR ENGAGEMENT OF STAFF UNDER ICPS, BOUDH**

Application are invited from eligible candidates in prescribed application form (Enclosed herewith) for the post of Accountant in District Child Protection Unit, Boudh under the Integrated Child Protection Scheme (ICPS) for a period of 11 months. The period of engagement may be extended further by DCPU depending upon the performance/review. The candidates should possess Bachelor Degree in Commerce with basic knowledge of computer along with adequate experience will be eligible for the post.

Interested candidate may submit their application complete in all respect through register/Speed Post to the Office of the District Child Protection Officer, District Child Protection Unit, Old Collectorate, Boudh Latest By 5 P. M On 30.11.2019. The application received beyond the stipulated date will not be taken into consideration.

### **DETAILS OF THE POST TO BE FILLED UP**

Sl No	Name of the Post	No of post to filled up on contract basic	Monthly Remuneration	Place of Appointment
01	Accountant	01	14,000/-	DCPU, Boudh

### **2. General Ability:**

In order to be eligible for engagement to the above mentioned post a candidate must satisfy the following condition also. He/ She

- a) Shall be a citizen of India.
- b) Shall have Good moral character.
- c) Must not have more than one spouse living.
- d) Shall be of Good Health, Good Physique active habits and far from any organic defect or bodily deformity ( not applicable in case of Person with disability).
- e) Must be able to speak, read and write Odia and have
  - i) Passed a language test in Odia equivalent to middle school standard of
  - ii) HSC or equivalent and above or(IV) passed as language subject in the final examination of class VII and above or(V) passed a test in Odia in M.E school standard by the Education Department of the state Government.

### **3. Age Limit:**

The Age of the candidate must be within 21 to 35 years as on 1<sup>st</sup> November 2019 with relaxation as admissible.

4. Details of the Post, educational qualification required weight age of marks given below.

Sl No	Name of the Post	Qualification	Experience	Weight age
01	Accountant	B.Com with basic knowledge in Computer	3 years experience in relevant field.[ for minimum period of experience 10% and for each additional year of experience 1% shall be awarded subject to a maximum of 15%	Written-50% Career-20% Experience-15% Interview-15%

5. Selection procedure

a) The selection of the candidates shall be made by the selection committee on the basis of the weightage marks obtain by the candidate in written examination, career, experience & Interview as per the stipulations mentioned above.

b) The career marking will be made on the basis of the mark secured in the HSC Examination (Matriculation), Higher Secondary (+2) and Graduation Examination conducted by recognized Board/council or the Universities as the case may be.

c) The merit list (1:5) shall be drawn up for the above mentioned posts on the basis of the weightage percentage of marks. The Candidate secured highest mark may be selected and the engagement order will be issued as per the terms and conditions prescribed by the OSCPS.

d) In case more than one candidate has equal weightage of marks the candidate with past experience of working in public sector will be given preference. Further in case of Non availability of past experience the decision of the authority in this regard shall be final.

6. Document to be attached with the application form:

- Self attested certificate of HSC or equivalent certificate and mark sheet.
- Self attested Photocopy of +2 or equivalent certificate and mark sheet.
- Self attested Photocopy of B.Com certificate and mark sheet.
- One recent self-attested colour Photograph (3.33 x 4.24) size should be fixed at the space provided.
- Certificate of experience issued from the previous/current employer.
- In case of person with disability self attested copy of identity card issued by the competent authority.

  
COLLECTOR  
BOUDH 2.11.19

## APPLICATION FORM

		Private and confidential		Affix a pass photo size Photograph			
Application for the post							
Applicant Name ( In Block Letter)							
Address for correspondences			Permanent Address				
Phone/Mobile No.				E-Mail ID:			
Date of Birth				Sex	Marital status		
Date of Birth As on <b>01.11.2019</b>							
Mothers name				Fathers Name			
Educational Details- Attached photo copy of Certificate and Mark sheet							
Qualification	Name of Qualification Awarded/Board	Duration		College/ University	Subject/ Specializa tion	% Grade /division	Full Time/Part time/Distant Learning
		From	To				
10 <sup>th</sup>							
+2							
Graduation							
Others							

Employment Details(Previous)- Attached Photocopies of Experience Certificate

Name of the Organization	Designation	Key Responsibility Handled	Period	
			From	To

Declaration

I hereby declare that all the information submitted by me in the application form is correct, true and valid to the best of knowledge and belief.

Place:-

Date:-

Signature of the Candidate