

OFFICE OF THE COLLECTOR &
DISTRICT MAGISTRATE,
BOUDH



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CIVIL SUPPLIES SECTION 1 ST FLOOR, DISTRICT MUSEUM cso.boudh06@gmail.com			

No. 3658 //

Date 08.10.2021

ADVERTISEMENT

Applications are invited from candidates having requisite educational qualifications and experience to apply for the post of Technical support staff on consolidated basis for the period 01.11.2021 to 31.03.2022 (may extend forth for the subject to requirement and performance)

1. The candidate should be a citizen of India and below 37 years of age as on 01.01.2021.
2. The candidate should be sound in mind and having minimum fitness to move to different places of the district for extending Technical support.
3. The candidate should possess the requisite educational qualification on the date of application. **BSC / BCA / Graduate with Diploma in Computer/ BE / B.Tech MCA/ MBA.** The candidate should have 2 years or more experience in Computer related / data management work.
4. The position shall be filled up through interview of shortlisted candidates.
5. The details of roles and responsibilities of DPMU staff is enclosed at Annexure 'A' and the monthly consolidated remuneration is Rs.40,000/-.

The shortlisted candidate shall be intimated through mail to attend interview and no other correspondence shall be entertained. Candidate may apply for the post by sending their bio-data with postal address, mail-id, qualification and experience etc. The documents in support of age, qualification, experience etc should be certified by the candidate. The authority reserves the sole right to prepare shortlisted panel to call candidates for interview. Canvassing any from shall be a disqualification.

The applications duly signed by candidates along with requisite documents should reach in the following Postal address **by 27.10.2021 (5 PM) through registered post or speed post.** Applications received beyond the stipulated date or through other mode (courier or by hand etc) shall not be entertained.

The details of advertisement is available in District Website i.e. www.boudh.nic.in. Corrigendum if any shall be issued through short notice in the district website.

Address

Civil Supplies Officer, 1st Floor, District Museum, Boudh,
At/P.O./Dist.-Boudh, PIN-762014.

The authority reserves the right to modify / cancel the recruitment process without assigning any reason thereof.


Collector, Boudh 81xvi

**Roles & Responsibilities of the District Project Management Unit (DPMU)
Manned by the Technical Support Staff (TSS)**

1. To facilitate close coordination with District Project Management Unit (SPMU), the System Integrator/vendor of FS & CW Department for FPS Automation, District Chief Civil Supplies Officer/Civil Supplies Officer, Additional CSO/ACSOs, Block/ULB level Marketing Inspectors/Inspectors of Supplies, Procurement Inspectors (PI) of OSCSC godowns, Fair Price Shop Owners etc shall ensure smooth & successful functioning of automated and authenticated distribution of PDS commodities and distribution data uploading to FPS server from Fair Price Shops, as per mandate of Department of Food & Public Distribution (DoFPD) of Government of India/FS & CW Department, Odisha.
2. Regular reporting to DoF&PD, CPMU and SPMU team as and when required.
3. Access and monitor functioning of various components of PDS computerisation i.e. Digitization of Ration Card Management System, Online Allocation, Supply Chain Automation/Operation in OSCSC Depots, Grievance Redressal and FPS Automation in the district.
4. Monitor and keep stock of current IT infrastructure/inventory supplied to Districts, RCMS Centres at Blocks/ULBs/DGRO Offices, OSCSC Godowns and to Fair Price Shops which are provisioned for implementation of End-to-End Computerisation scheme/IM-PDS Scheme.
5. Render services and all necessary support to District Chief Civil Supplies Officer/Civil Supplies Officer, Additional CSO/ACSOs, Block/ULB level Marketing Inspectors/Inspectors of Supplies, Procurement Inspectors (PI) of OSCSC godowns, Fair Price Shop Owners in carrying out the operational and technical work related to PDS operations/reforms.
6. Attend/participate in the training sessions organised by Food Supplies and Consumer Welfare Department/OSCSC related to PDS operations and also impart training to the field staff/FPS dealers as per requirement.
7. Understand software customisation requirements of field staff and communicate to District Chief Civil Supplies Officer/Civil Supplies Officer, Additional CSO/ACSOs, Block/ULB level Marketing Inspectors/Inspectors of Supplies, Procurement Inspectors (PI) of OSCSC godowns, Fair Price Shop Owners/SPMU.
8. Submit performance report of PDS operations including End-to-End Computerisation and IM-PDS implementation to CCSOs/CSOs/SPMU on regular basis through MIS systems (as per the frequency agreed by the state-weekly/monthly basis).
9. Update monthly food grains allocation and distribution figures of Non-automated FPSs on Annavitam Portal.
10. Update monthly allocation and off-take figures of non-NFSA dashboard, in the district.
11. Regular monitoring and validate following specific information on Government of India and State Portals:

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