



OFFICE OF THE COMMANDANT HOME GUARDS, KEONJHAR.

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NO. 200 / HGs.

DT. 17 .05.2025

**INVITING APPLICATION FOR ENGAGEMENT AS HOME GUARDS IN DISTRICT  
HOME GUARD ORGANIZATION, KEONJHAR**

In obedience to approval Letter No.1422/HGs Dt.16.04.2025 & NO.1429/ HGs Dt 17.04.2025 of the Directorate of Home Guards and Fire Service, Odisha, Cuttack, it has been decided that to fill up 330 nos(Previous approval 320 +Recent vacancy 06 + Anticipated vacancy 04 up to 31.12.2025) of vacant Home Guards post of Keonjhar District following the rules laid down in Home Guards Circular Order No.01/2025. Applications are invited from interested candidates of Keonjhar District for the post of Home Guard in the Home Guards Organization, Keonjhar District in the prescribed form (Form-"A" of Odisha Home Guards Rules, 1962). Interested candidates have to submit their application forms directly at District Home Guard Office at RO, Keonjhar from 21.5 .2025 10 A.M to 31.5 .2025. 5. PM. If any application received after due date & submitted in other format will be rejected. Applicants can find out where and when the recruitment exam will be held from the nearest Police Stations and office of the Commandant Home Guards, Keonjhar in due course. Preference will be given to candidates with specific skills in Computer, Driving, Cooking, Electrician, Plumber, Barber, Cobbler, Carpenter, Tailor, AC mechanic, and other trades etc. Only one application per candidate is allowed and only any one trade (if available) can be chosen by the applicant. If the applicant chooses multiple trades then the applicant would be allowed in the serially first chosen trade. The total number of vacancies for the posts of Home Guard is 330. If the number of applicants is more than the available vacancies, then the candidates have to face some Physical tests/ Written Test/ Trade/Skill tests & Personal interviews as deemed fit.

Home Guard service is not a permanent job. It is a purely voluntary organization & tenure of service period is 3 years. Appointment, Discipline, Discharge and other terms and conditions will be regulated by Odisha Home Guards Act 1961, Odisha Home Guards Rule 1962 and Govt. Circular Order No. 1/2025. According to Home Guard Circular Order No. 1/2025 the Home Guard volunteer enrolled in the PS should be from the same/ neighboring PS area. If the committee had not found suitable Home Guard volunteer in same PS/ neighboring PS the committee will be selected in any PSs of the district. The candidate who worked previously as Home Guard either resigned or were discharged and next of keen (NOK) of deceased Home Guards personnel can apply for fresh enrollment in the interest of public service.

Application forms are available at all the Police Stations and Office of the Commandant, Home Guards Keonjhar (at RO. Keonjhar). After the approval of Directorate General of Home Guards and Fire Service, Odisha, Cuttack, a certificate of appointment will be issued to the selected candidates.

**Eligibilities:-**

1. The applicant should be a citizen of India.
2. The applicant should be a permanent resident of Keonjhar District.
3. The applicant should have passed Lower Primary (Class-5<sup>th</sup>) Examination..
4. The applicant should be able to read, write and speak in Odiya language.
5. The applicant should be sound health, physique and free from any organic defect/Chronic diseases with high BMI or body infirmity and no physical deformity.
6. The age of the applicant should not be less than 20 years or not more than 60 years as on 01.01.2025.
7. The applicant should be of good moral character & he/she should not be facing trial in a criminal case or convicted for any criminal offence.

**Required documents to be enclosed along with the Application form**

1. Resident Certificate.
2. Age & Educational Qualification Certificate.
3. Caste Certificate
4. 04 Nos (Four) recent passport size color photograph.
5. Certificate as per skill in any one trade (if available)
6. For Identity Proof (Aadhar Card/Voter ID Card)
7. Valid Contact No( Preferable Whatsapp No)
8. Email Id

**N.B:**

1. All the documents should be duly self attested with date by the candidate.
2. All applicants are requested not to be allured by any outsider for their enrollment. If anybody tries to influence, their requested to contact to the Office of the Commandant Home Guards, Keonjhar.
3. Incomplete Form - A & not attachment of necessary documents will be rejected.
4. The selection committee will be formed at subsequent date and it will set the rules for selection in case of application are received more than the number of seats.
5. Such rules will be published in separate advertisement after receipt of application forms.
6. There will be no waiting list.

  
17/5/25  
Commandant Home Guards,  
Keonjhar.

Memo No. 201 / HGs

Date 17 .05.2025.

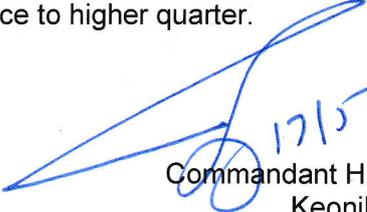
Copy to SP Vigilance/ All Addl. SPs/Dy. SPs/ SDPOs/IsIC / OsIC /DIPRO of Keonjhar District/ Notice Board of DPO and RO for wide circulation.

  
Commandant Home Guards,  
Keonjhar.

Memo No. 202 / HGs

Date 17 .05.2025.

Copy to Addl. SP(DIB), Keonjhar for information. He is requested to take necessary steps for publication of the advertisement in three leading Odiya/English newspaper immediately with a intimation to this Office for future record and reference to higher quarter.

  
Commandant Home Guards,  
Keonjhar.

Memo No. 203 / HGs

Date 17 .05.2025.

Copy forwarded to D.I.G of Police (WR). Rourkela for kind information.

  
Commandant Home Guards,  
Keonjhar.

Memo No. 204 / HGs

Date 17 .05.2025.

Copy forwarded to Commandant General Home Guards, Odisha, Cuttack for kind information.

  
Commandant Home Guards,  
Keonjhar.