## **GENERAL INFORMATION AND INSTRUCTION**

- 1) Candidates are required to apply in prescribed format, available in the official website: <a href="https://www.bargarh.odisha.gov.in">www.bargarh.odisha.gov.in</a> and to submit a set of self-attested photocopies of all the certificates / testimonials in support of age, qualification and experience. Candidates are also required to submit two recent passport size colour photographs and self-photo ID proof (Voter ID card / PAN card / Driving License / Adhar card / Passport) and recent Residential & Caste Certificate issued by the Tahsildar / Sub-Collector etc. (duly attested).
- 2) Incomplete application in any form will be summarily rejected.
- 3) Candidates, who are already working in any Department either on regular or on contractual basis, have to submit No Objection Certificate from concerned employer (appointing authority) at the time of submission of application. NOC issued by any other authority other than appointing authority will not be accepted.
- 4) The applications received for the posts will be scrutinized and the database will be uploaded in the Notice Board for inviting objections. Candidates will be selected on the basis of selection process as applicable. Only shortlisted candidates will be called for participation in the selection process.
- 5) If any candidate is found to have suppressed any material information or furnished false information /documents, his/her candidature shall not be considered for the post applied for and in case already engaged on the basis of the said information / documents, his / her service shall be terminated from the Society forthwith. Candidates who have been disengaged earlier from the ZSS, Bargarh Society on administrative ground such as disobedience / poor performances/misbehaviour/ criminal activity etc. Shall not be eligible.
- 6) Over aged, under qualification and short of requisite percentage of marks/qualifications shall be rejected.
- 7) The above positions are purely temporary and co-terminus with the scheme.
- 8) No personal correspondence / queries will be entertained. Canvassing in any form will be liable for disqualification. All communication will be made through official website / Notice Board.
- 9) Incomplete application in any form will be rejected. Non submission of certificate/documents along with the application shall be liable for rejection.
- 10) Number of vacancies / remunerations as mentioned under this advertisement may vary at the time of actual engagement if instructed by OSH & FW Society.
- 11) The undersigned reserves the right to cancel any or all the applications / positions at any stage of recruitment process without assigning any reason thereof.

Sd/-CDM & PHO-cum-DMD, Bargarh

Bargarh

## <u>Documents to be attached: Candidates are required to attach the following documents along with the application form (Applicable for candidates appearing (walk-in interview)</u>

- 1. Two recent passport size colour photographs of which one duly pasted at the designated space.
- 2. Self-Attested Copy of Voter ID/Aadhar Card/PAN Card/Driving Licence/Passport for identity proof.
- 3. Self-Attested copy of H.S.C. or equivalent certificate for age proof.
- 4. Self-Attested copes of all educational qualification certificates and mark sheets.
- 5. Self-Attested copies of technical qualification mark sheet and certificate.
- 6. Self-Attested copy of Valid Registration Certificate from the concerned Council.
- 7. No Objection Certificate from Appropriate Authority in case of in- service candidates.

DM & PHO our DI Bargarh