



OFFICE OF THE DISTRICT JUDGE, JAGATSINGHPUR

ADVERTISEMENT NO. 01 DATED 02.04.2026

Pursuant to the instructions of the Hon'ble High Court of Orissa, Cuttack imparted in their Letter No. 4492 (60) dated 16.03.2026, applications are invited from the desirous candidates having requisite qualification and experience along with supporting documents as required under Rule-5 and 6 of the Family Courts (Orissa) Rules, 1990 for appointment to one vacant post of Counsellor in the Court of the Judge, Family Court, Jagatsinghpur. The Counsellor shall be appointed by the Hon'ble High Court of Orissa, Cuttack.

1. ELIGIBILITY AND QUALIFICATIONS OF COUNSELLOR

A candidate in order to be eligible for the above post:-

- a) Shall be a citizen of India,
- b) Shall have a Master's Degree in Social Science preferably in Sociology or Psychology.

Provided that, where such a persons are not available, persons above the age of thirty-five working in the field of social service and welfare activities and engaged in promoting the welfare of Family and Child Care with a degree in Social Science preferably in Sociology or Psychology shall be eligible for such appointment.

- c) Shall have minimum experience of 3 years in family Counselling.
- d) Shall be able to speak, read and write Odia and have passed test in Odia equivalent to the M.E. standard.
- e) Shall be of sound health, good physique and free from organic defects or bodily infirmity.
- f) Shall have not more than one spouse living, and
- g) Shall submit a declaration regarding no criminal case pending against him/her.



2. FUNCTIONS OF A COUNSELLOR

Counsellor entrusted with any petition shall assist and advise the parties regarding the settlement of subject-matter of dispute between the parties or any part thereof. The Counsellor shall also help the parties in arriving at reconciliation.

3. FEE OF A COUNSELLOR

The Principal Counsellor and Counsellor shall be paid the assisting fee per day of actual work and retainer fee per month at the rate fixed by the state Govt. from time to time in consultation with the High Court of Orissa.

4. HOW TO SUBMIT APPLICATION:

Typed out applications filled in with necessary following particulars and duly signed by the applicant is required to be submitted along with following necessary documents.

a) Particulars:

- (i) Name of the candidate:
- (ii) Name of Father/Husband:
- (iii) Date of birth (Both in words and figure):
- (iv) Age as on the date of application:
- (v) Educational qualification:
- (vi) Details of experience in the field of Family Counselling/social service and welfare activities with engagement in promoting the welfare of Family and Child Care:
- (vii) Permanent & present address with mobile no. & Email ID:

b) Documents Required:

- (i) Self attested photo copies of all Educational qualification certificates including Master's Degree/Degree in Social Science, preferably in Sociology or Psychology.
- (ii) Experience certificate in the field of Family Counseling/Social service and welfare activities and engagement in promoting the welfare of Family and Child Care.
- (iii) Two nos. of self attested recent Passport size photographs of the candidate besides the one affixed on the application form.
- (iv) Two nos. of self addressed envelopes with postage stamp of Rs.60/- (Rupees sixty).

5. LAST DATE OF RECEIPT OF APPLICATIONS

(i) The last date of receipt of application form is 23.04.2026. Applications along with the required documents and self attested copies of certificates shall be sent by the candidates by Speed Post so as to reach the Office of the District Judge, Jagatsinghpur, PIN-754103 on or before 1.00 P.M. of 23.04.2026 positively. The applicants may also drop their application forms in the Drop Box kept in the Office of the Registrar, Civil Courts, Jagatsinghpur during the Office hour of the working days till 1.00 P.M. of 23.04.2026. Incomplete applications, in any manner are liable to be summarily rejected. Applications received after the last date by any means shall not be taken into consideration.

(ii) Envelope containing application, must be inscribed **“APPLICATION FOR THE POST OF COUNSELLOR”**.

6. The details of advertisement is also available in the Official website of the District Court, Jagatsinghpur in the “Recruitment” interface or in the following link:

<https://jagatsinghpur.dcourts.gov.in>

<https://jagatsinghpur.odisha.gov.in>

Sd/-

District Judge,
Jagatsinghpur

Memo No. 1672(4) / Dated 02.04.2026

Copy forwarded to the Judge, Family Court, Jagatsinghpur for information and necessary action.

Copy forwarded to the Technical Director-cum-DIO, NIC, Jagatsinghpur with a request to upload the same in the District website for wide circulation.

Copy forwarded to the Judge-in-charge (PES), Civil Courts, Jagatsinghpur with a request to display the advertisement on the Notice Board.

Copy forwarded to the System Assistant, Civil Courts, Jagatsinghpur to publish the advertisement in District Court's website.


Registrar,
Civil Courts, Jagatsinghpur

**FORMAT OF APPLICATION FOR THE POST OF COUNSELLOR OF THE
COURT OF JUDGE, FAMILY COURT, JAGATSINGHPUR**

1. Name of the applicant:
2. Gender:
3. Father's/ Husband's Name:
4. Marital Status (Married/Unmarried):
5. Permanent Address:

6. Present Address:

7. Date of Birth (as per H.S.C certificate):
8. Age as on 03.04.2026:
9. Mobile Number:
10. E-mail Id :
11. Educational Qualification:
(Attach self attested copies of certificates and mark sheets)
12. Detailed experience in the filled up Family counselling, Social Service and Welfare activities with engagement in promoting the Welfare of Family and Child Care:

Affixed self
signed recent
colour
passport size
photograph

DECLARATION

I do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief.

Place:

Date:

Signature of the Candidate

Copies of document filed:

i)

ii)

iii)

iv)