



## **OFFICE OF THE DISTRICT JUDGE, PURI**

*Dated, Puri the 4<sup>th</sup> day of April, 2026.*

### **ADVERTISEMENT NO. 01 OF 2026.**

In pursuance of letter No. 4492 (60) dated 16.03.2026 of the Hon'ble High Court of Orissa, Cuttack, applications are invited from the desirous candidates having requisite qualifications and experience alongwith supporting documents as required under Rules- 5 and 6 of the Family Courts (Orissa) Rules, 1990 for appointment to **one (1) post** of **Counsellor** in the Court of the Judge, Family Court, Puri. 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) with a minimum experience of three years in family counselling.

Provided that, where such persons are not available, persons above the age of 35 years 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.

- c) Shall be able to speak, read and write Odia and have passed a test in Odia equivalent to the M.E. standard.
- d) Shall be of good character.
- e) Shall be of sound health, good physique and free from organic defect or bodily infirmity.
- f) Shall have not more than one spouse living, if married.

#### **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.

The functions of the counsellor shall be regulated in accordance with the terms and conditions laid down in the Rule-8 of the Family Court (Orissa) Rules, 1990.

### **3. FEE FOR COUNSELLOR:**

Fee of the counselor is Rs.6000/- per month. Further, the assisting fee per day of actual work of the Counsellor is Rs.1000/- pursuant to Resolution No. IJ-02/2019-6839/L dated 23.04.2025 of the Government of Orissa, Law Department.

### **4. HOW TO SUBMIT APPLICATION:**

Typed out applications filled in with necessary following particulars and duly signed by the applicant shall be submitted along with following necessary documents:

#### **(a) Particulars**

1. Name of the Applicant:
2. Name of the Father/Husband:
3. Date of Birth (both in words and figure):
4. Age as on the date of application:
5. Educational Qualification:
6. 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:
7. Permanent & Present address with mobile No. & e-mail ID:

#### **(b) Documents**

1. Self-attested photo copies of all educational qualification marksheets and certificates including Master's Degree/Degree in Social Science [preferably in Sociology or Psychology].
2. Experience Certificate in Family counselling/Social Service and Welfare activities & engagement in promoting the welfare of Family and Child care.
3. Two nos. of self-attested recent passport size photographs of the candidate beside the one affixed on the application form.
4. One self-addressed envelope affixed with Rs. 56/- postage stamp.
5. **"No Objection Certificate"** in case of candidates working in Government / Semi Government Organizations / Autonomous Bodies / Educational Institutions/Public Undertakings.

6. Two Character Certificates in original issued by two separate Gazetted Officers/ Medical Practitioners/ Sarpanch etc.
7. Undertaking to the effect that no criminal case is pending against him/her and he/she has not been convicted in any Criminal Court.

**5. LAST DATE FOR RECEIPT OF APPLICATIONS:**

- i. The prescribed application format filled in with the required particulars and self-attested copies of required documents in an envelope addressing to the Registrar, Civil Courts, Puri, must reach the office of the Registrar, Civil Courts, Puri by **5:00 P.M. of 24.04.2026** through Speed Post.
- ii. The applicants may also drop their application forms in the Drop Box kept in the Civil Courts premises, Puri during the Office hour of the working days till 5.00 P.M. of 24.04.2026. The application forms received after **5.00 P.M. of 24.04.2026** shall not be entertained.
- iii. 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.
- iv. Envelope containing application must be inscribed “**Application for the post of Counsellor**”

**6. IMPORTANT INFORMATIONS:**

- i. Applicants are advised to visit the District Court, Puri website i.e. <https://puri.dcourts.gov.in> from time to time for updates regarding the recruitment process and notifications.

Sd/-

**District Judge, Puri**

**FORMAT OF APPLICATION FOR THE POST OF COUNSELLOR IN  
THE FAMILY COURT AT DISTRICT COURT, PURI**

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|---|---|
| <p>1. Name of the Applicant :</p> <p>2. Male/Female :</p> <p>3. Father's/Husband's Name :</p> <p>4. Permanent Address :</p> <p>5. Present Address :</p> <p>6. Date of Birth (as per H.S.C. Certificate) :</p> <p>7. Age as on 24.04.2026 : Years _____, Months _____ Days _____.</p> <p>8. Mobile Number &amp; E-mail ID :</p> <p>9. Educational Qualification (with copies of self attested certificates and mark sheets) :</p> <p>10. 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.</p> | <p>Affix one recent passport size colour photograph</p> |
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**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:-

**Full Signature of Candidate**

**Copies of Documents filed**

- 1.
- 2.
- 3.