

**GOVERNMENT OF ODISHA  
HIGHER EDUCATION DEPARTMENT**

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**NOTICE**

**Advertisement for re-engagement of retired Government Servants in Higher Education Department.**

No.HE-OE1-MISC-0081-2023/ *34091* /HE, Date *09.08.2023*.

Applications are invited from the eligible desirous retired Government Servants below the age of 65 (Sixty Five) years having good service records and physically fit for re-engagement as Officer on Special Duty on contractual basis to do the base level work in Higher Education Department functioning at Loka Seva Bhavan and HoD building against the vacant posts of Assistant Section Officer (in Higher Education Department) and Junior Assistants (in the Directorate of Higher Education) respectively in the Department in pursuance of guidelines enshrined in GA & PG Department Resolution No.23750/Gen, dated 27.08.2014 and Finance Department Office Memorandum No. 24533/F, dated 29.09.2022.

The details of Criteria, Remuneration, Vacancies and Period of engagement along with prescribed application format are available in the Official website of Higher Education Department <https://dhe.odisha.gov.in/> .

The filled in application should reach in Higher Education Department, Loka Seva Bhavan within 15 days from the date of issue of the advertisement. Applications received thereafter shall not be entertained.

*P. K. S.*  
*9/8/23*  
Joint Secretary to Government

**Criteria, Remuneration, Number of Vacancies and Period of engagement**  
**(Against the vacant post of Assistant Section Officer of OSS Cadre and Junior**  
**Assistant of HoD Cadre)**

Application in the prescribed format (Copy enclosed) are invited from eligible desirous retired Government Servants, who were drawing their pay at Level-10 or above (for selection of 10 Nos of OSDs in Higher Education Department ) and Level-9 or above (for selection of 12 Nos of OSDs in the Directorate of Higher Education) of the Pay Matrix attached under ORSP Rules, 2017 at the time their retirement, below the age of 65 (Sixty Five) years having good service records and physically fit for re-engagement as Officer on Special Duty on contractual basis to do the base level work in Higher Education Department against 10 numbers of vacant post of Assistant Section Officer and 12 numbers of vacant post of Junior Assistant.

1. The contractual engagement shall be made initially for a period of 01 (one) year or till regular posting of ASOs/ Junior Assistants in the Department against the vacant posts whichever is earlier. The period of re-engagement may be extended subject to satisfactory performance not beyond the age of 65.
2. The retired employees against whom a Vigilance Case or any Disciplinary Proceeding or Criminal Prosecution is contemplated or pending or who has been penalized for misconduct during the period of 5 years preceding his/her retirement or is a member of political party will not be considered for re-engagement.
3. Retired employees having legal expertise, basic computer knowledge (MS word, MS Excel, and OSWAS, e-mail etc.) will be given preference.
4. The consolidated remuneration of the engaged retired employees shall be fixed as per Finance Department O.M. No. 24533/F, dated 29.09.2022.
5. Retired employees, who were drawing pay at Level-10 or above ( for selection of 10 Nos of OSDs in the Higher Education Department ) and Level-9 or above (for selection of 12 Nos of OSDs in the Directorate of Higher Education ) of the Pay Matrix attached under ORSP Rules, 2017 at the time their retirement.
6. The re-engaged officer has to discharge such duties and in such a manner, as may be prescribed by Higher Education Department from time to time.
7. The period of contractual engagement shall not be counted as Government service for the purpose of pension and any other retirement benefits.
8. The re-engaged officer shall be subject to and abide by the prescribed Conduct Rules (Odisha Government Servants' Conduct Rules, 1959) applicable to the Government servant and liable to be proceeded against for

their misconduct, omissions and commissions as per the provisions under Odisha Civil Services (Pension) Rules, 1992.

9. The contractual engagement may be terminated at any time by the Competent Authority due to unsatisfactory performance of the re-engaged officer by giving one month notice and in case of any misconduct including, but not limited to, misappropriation, negligence or causing loss to Government, without prior notice. In case the re-engaged officer desires to resign from the engagement, she/ he shall do so by giving one month's notice in writing to the Competent Authority. After expiry of the notice period, the re-engaged officer shall be relieved after handing over full charges of records to the relieving officer as decided by the Department.
10. The applicant shall furnish an Undertaking at the time of joining the duty in regard to truth and correctness of the information furnished by her/ him. She/he shall have to furnish prescribed undertakings and such other documents as may be required.
11. The other conditions of service not otherwise specified shall be governed by GA & PG Department Resolution No. 23750/Gen, dated 27.08.2014.
12. The Competent Authority reserves the right to increase/ decrease the number of vacancies as well as to reject any/ all applications without assigning any reason thereof.

The application complete in all respect in the prescribed format provided in the official website of Higher Education Department <https://dhe.odisha.gov.in/> along with copies of the all testimonials are to be addressed to **Joint Secretary to Government, Higher Education Department, Loka Seva Bhawan, Bhubaneswar, Dist - Khurda, PIN – 751001** by Registered Post/ Speed Post/ In person and should reach the Department within 15 days from the date of issue of the advertisement. Applications received thereafter shall not be entertained. The Authority will not be responsible for any kind of delay.

The envelope containing the application for the vacant posts of ASO should be superscribed with “**Application for re-engagement for the post of OSD in Higher Education Department against the vacant post of Assistant Section Officer**”.

And the envelope containing the application for the vacant posts of Junior Assistant should be superscribed with “**Application for re-engagement for the post of OSD in Higher Education Department against the vacant post of Junior Assistant**”.

  
Joint Secretary to Government

Memo No. 34092 /HE Dated 09.08.2023.

Copy forwarded to all Department of Government/ All Heads of Department for publication of this Notice in their Office Notice Board for information and necessary communication.

*Sahu*  
9/8/23

Joint Secretary to Government

Memo No. 34093 /HE Dated 09.08.2023.

Copy forwarded to the IT Branch, Higher Education Department with a request to display the notice on the website of Higher Education Department till the last date of receipt of application for wide publicity.

*Sahu*  
9/8/23

Joint Secretary to Government

Memo No. 34094 /HE Dated 09.08.2023

Copy to Notice Board of Higher Education Department for information and necessary communication.

*Sahu*  
9/8/23

Joint Secretary to Government

**Application form for re-engagement of eligible retired Government Servants as OSD in Higher Education Department, Government of Odisha, Bhubaneswar**

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1. Name of the applicant :-
2. Father's / Husband's Name :-
3. Date of Birth (as per service book):-  
  
(attach self – attested copy of first page of service book or any other certificate in proof of date of birth )
4. Date of retirement :-  
(attach self-attested copy of retirement notice)
5. Permanent Address :-
6. Address of Communications :-
7. Mobile / WhatsApp No. /e-Mail Id:-
8. Government Office s where he / she had worked :-

Passport size  
Photograph of  
the applicant

SL No.	Name of the Office	Designation	Duration		Total Period
			From	To	

9. Applied against the vacant post of (Assistant Section Officer/ Junior Assistant):-
10. Whether physically fit to discharge Government duties:-
11. Whether, any Vigilance Case or Departmental Proceedings or Criminal Prosecution is contemplated or pending against the applicant or has been penalized for misconduct during the preceding five years? If yes, furnish details:
12. Whether the applicant has been a member of any Political party after his/ her retirement.
13. Last pay (Level in Pay Matrix under ORSP Rules, 2017) at the time of retirement (attach self-attested copy of retirement month pay slip):
14. Period of engagement in any Department (s) after retirement , if any detail thereof :
15. Whether the applicant has Computer Knowledge (MS Word, MS Excel, OSWAS & e-mail etc.):
16. Any other relevant information :

### **Declaration**

I do hereby declare that I shall abide by the terms and conditions as stipulated by Higher Education Department and all statements made in this application-cum-bio data form are true, complete and correct to the best of my knowledge and belief. I also declare that in the event of any information being found false or incorrect or ineligibility being detected in future or after my re-engagement, action as deemed proper can be taken against me by the Department and immediate disengagement shall be made without assigning any reason thereof.

Place

Date:

(Full Signature of the Applicant)