

No. 2572 /Estt.-IDate: 12.04.2022**ADVERTISEMENT**

Applications in the prescribed format are invited from interested retired Government Employees in the position of Section Officer/ Senior Assistant/ Jr. Assistant, Librarian/ Assistant Librarian/ Professional Assistant(Lib)/Technical Assistant(Lib), Demonstrator/Store Keeper/Laboratory Assistant from State University/ Central University/Public Sector Enterprises/ State and Central Government Organization below the age of 65 years and having good service record with physical fitness for engagement of Jr. Assistant, Asst. Librarian and Lab. Assistant-Cum- Store Keeper respectively on purely contractual basis in Sambalpur University. Hard copy of the application along with copy of all testimonials should reach the undersigned latest by 04.05.2022, 5.00 P.M. through Speed Post/ Regd. Post only. The vacancies, eligibility criteria, terms and conditions, application format etc. can be downloaded from the University website i.e., [www.suniv.ac.in](http://www.suniv.ac.in).

  
Registrar
Memo No. 2573 /Estt.-IDate: 12.04.2022**Copy forwarded for information and necessary action to: -**

- Principal secretary to Hon'ble Chancellor, Sambalpur University, Raj Bhawan, Bhubaneswar.
- Principal secretary to Government, Dept. Higher Education, Govt. of Odisha, Bhubaneswar.
- Principal secretary to Government, Finance Dept., Govt. of Odisha, Bhubaneswar.

  
Registrar
Memo No. 2574 /Estt.-IDate: 12.04.2022**Copy forwarded for information and necessary action to: -**

- The Deputy Director, Advertisement, Information and Public Relation Dept., Govt. of Odisha, Bhubaneswar with a request to publish the Advertisement in one Odia Newspaper and One English Newspaper in **one issue** with minimum size as prescribed by I & PR Dept., Govt. of Odisha on or before 18<sup>th</sup> April, 2022 and direct the concerned Newspaper agencies to submit the bill in triplicate along with copy of the Advertisement for payment.

  
Registrar
Memo No. 2575 /Estt.-IDate: 12.04.2022**Copy forwarded for information and necessary action to: -**

- The District Employment Officer, Sambalpur/ Bolangir/ Bargarh/ Kalahandi/ Deogarh/ Jharsuguda/ Boudh/ Sonepur/ Rourkela/ Nuapada, Employment Officer, Employment Sub-office, Athamallik and University Employment & Guidance Bureau, SU/ Directorate of Employment, Odisha, Unit III, BBSR.
- Director, e-Governance with a request to publish the Advertisement in the University website.

  
Registrar

### **Terms & Conditions and Period of Engagement (Contractual)**

- (i) The contractual engagement shall be made initially for a period of one years and can be extended for subsequent period of three years with spells of one year each subject to satisfactory performance up to a total period of four years not beyond the age of sixty-five years of age in any case or till the posts are filled up by regular process whichever is earlier.
- (ii) Applications in the prescribed format are invited from interested retired Government Employees for engagement of 25(Twenty-five) nos. of Jr. Assistant, 02(Two) nos. of Asst. Librarian and 04 (Four) nos. of Lab. Assistant-Cum- Store Keeper on purely contractual basis in Sambalpur University. Details of eligibility criteria are as follows:

<b>Sl. No.</b>	<b>Engagement to be made in the post with number of vacancies</b>	<b>Pay level attach to the post</b>	<b>Eligibility Retired Govt. Employee in the position of</b>	<b>Educational qualification</b>
01	Jr. Assistant (25 nos.)	Level- 4	Section Officer/ Senior Assistant/ Jr. Assistant.	Any Graduation
02	Asst. Librarian (2 nos.)	Level- 9	Librarian/ Assistant Librarian/Professional Asst(Lib)/ Technical Asst(Lib)	Graduate with 2 <sup>nd</sup> Class and a degree with Library Science
03	Lab. Assistant-Cum-Store Keeper (4 nos.), Life Sc., Physics, Chemistry, Home Sc.	Level- 9	Demonstrator/Store Keeper/Laboratory Assistant	For Home Sc. B.Sc. / B.A. in Home Sc. And for other B.Sc in concern subject

- (iii) The terms and conditions are subject to codal provisions, memoranda and Resolutions issued by the Finance Department/ G.A. & P.G. Department from time to time.
- (iv) The appointee has to discharge such duties and in such a manner, as may be prescribed by Higher Education Department Govt. of Odisha from time to time.
- (v) The retired persons against whom a vigilance case or Departmental Proceedings or Criminal Prosecution is contemplated or pending or who has been penalized for misconduct during the period up to 05(five) years preceding his/her retirement or is a member of a political party will not be considered eligible for re-engagement, an undertaking to this effect to be attached with the application.
- (vi) Consolidated remuneration of the contractual employee shall be fixed as per Finance Deptt. Office Memorandum No. 7022, dtd. 17/03/2018.
- (vii) During the period of the contractual appointment, the appointee shall also be entitled to get travelling allowance/daily allowance in the requisite grade and scale/level as admissible to their regular counterparts on performance of official tour with the approval of competent authority.
- (viii) The period of contractual engagement shall not be counted as Government Service for the purpose of pension and any other retirement benefits.





- (ix) The engaged person will be subject to and will abide by the Conduct Rules applicable to the Government Servants.
- (x) The contractual engagement may be terminated at any time for unsatisfactory performance, on notice of one month and in case of any misconduct, including but not limited to, misappropriation, negligence or causing loss of Government, without any prior notice.
- (xi) In case the employee desires to resign from the engagement, he/she may do so by giving a notice of two months in writing to the Registrar, Sambalpur University. After expiry of the notice period, the employee may be relieved after handing over full charges of records and cash/Bank account to the relieving Officer as decided by the Authority.
- (xii) The University authority reserves the right to reject any / all applications without assigning any reason thereof.
- (xiii) The application completes in all respect in the FORMAT provided in the official website of Sambalpur University [www.suniv.ac.in](http://www.suniv.ac.in) along with copies of all testimonials should be addressed to **"The Registrar, Sambalpur University, Jyoti Vihar-768 019, Burla, Sambalpur"** by **Speed Post or Registered Post only and reach on or before 04.05.2022 from the date of publication of the advertisement.**
- (xiv) The Authority will not be held responsible for any postal delay. Application(s) received after the due date shall not be entertained.

  
**Registrar**



**APPLICATION FORMAT/FORM  
FOR CONTRACTUAL APPOINTMENT OF RETIRED GOVERNMENT SERVANT**

Affix  
Colour  
Passport  
Size  
Photograph

1. NAME :
2. FATHER'S NAME/SPOUSE NAME :
3. DATE OF BIRTH :
4. NAME/DESIGNATION OF LAST POST HELD :  
(WITH DATE AND DURATION)
5. DATE OF RETIREMENT :  
(SELF ATTESTED COPY OF RETIREMENT ORDER TO BE ATTACHED)
6. LAST PAY DRAWN :  
(SELF ATTESTED COPY OF LAST DRAWN SALARY SLIP)
7. PERMANENT ADDRESS :
8. PRESENT ADDRESS :
9. CONTACT NO. AND E-MAIL ADDRESS :
10. EDUCATIONAL QUALIFICATION :  
(SELF ATTESTED COPY OF CERTIFICATES TO BE ATTACHED)
11. WHETHER ANY CRIMINAL CASE OR  
VIGILANCE INQUIRY OR DEPARTMENTAL  
PROCEEDING WAS INITIATED OR IS  
PENDING AGAINST THE APPLICANT. IF  
YES, DID IT LEAD TO CONVICTION OR  
IMPOSITION OF PUNISHMENT OR IT IS  
STILL PENDING? GIVE DETAILS.
12. ANY OTHER RELEVANT INFORMATION :

**DECLARATION**

I, Sri/Smt. \_\_\_\_\_ son/wife of \_\_\_\_\_ do  
hereby solemnly declare that the information furnished above is true to the best of my  
knowledge and belief. If at any time, the information furnished is found to be incorrect; I will  
be liable to be discharged from re-employment without assigning any reason thereof.

Place:

Date:

Signature of Applicant

## UNDERTAKING LETTER

To

The Registrar  
Sambalpur University  
Jyoti Vhar, Burla-768019  
Sambalpur

Sub: Regarding submission of undertaking letter

Dear Sir

I Sri/Smt \_\_\_\_\_, son/daughter/spouse of \_\_\_\_\_  
\_\_\_\_\_ hereby undertake that no vigilance case or Departmental Proceedings or  
Criminal Prosecution is contemplated or pending or penalized for misconduct during the  
period up to 05(five) years against me. Further, I undertake that I am not belonging/member  
to/of any political party.

Thanking you

Yours faithfully

Date:

Place:

(Signature of the Applicant)