



UTKAL UNIVERSITY
VANI VIHAR: BHUBANESWAR - 4

ADVERTISEMENT

No. Estt-II / 910 (Vol-III) / 17246 / 2019, Dated: 12.06.2019

Applications in the prescribed form (3 copies) are invited from the eligible Indian citizens for the following post under the Utkal University under Foreign Service terms and conditions. The applications complete in all respects should reach the undersigned on or before **24.06.2019 by 05.00 PM**. Applications received after due date shall be rejected.

Sl. No	Name of post	Scale of pay	Nature of appointment	No of post
1.	Programme Coordinator, NSS	Scale of pay in the parent post	On foreign service terms and conditions	01

Details of qualification, experience and other terms and conditions for the above post are given in the Utkal University website- www.utkaluniversity.nic.in Reservation will be given as per Government rules. The prescribed Application Form can be downloaded from the University website for use.


REGISTRAR

Memo No. Estt-II / 910 (Vol-III) / 17247 / 2019, Dated: 12.06.2019
Copy communicated to:

1. M/s Mint Interactive. Ltd., Flat No-B1, 3rd Floor, Bishnupriya Apartment, Jayadev Vihar, Bhubaneswar, with a request to publish the advertisement in one issue of **The Times of India** (All India Edition) and **The Samaj, Cuttack** (all Odisha Edition) using minimum space and @ I & PR, Government of Odisha, and submit the bill in triplicate for payment.
2. The Prof.-in-Charge, Computer Centre, to display the advertisement, guide lines & application form in the University website for information of all concerned ;
3. The Principal Secretary to the Chancellor, Raj Bhavan, Odisha, Bhubaneswar;
4. The Commissioner-Cum-Secretary to Government, Department of Higher Education, Government of Odisha, Bhubaneswar;
5. The Director, Higher Education, Odisha, Bhubaneswar ;
6. The Nodal NSS Officer-cum-Deputy Secretary, Higher Education Department, Govt. of Odisha, Bhubaneswar.
7. The Youth Officer, N.S.S. Regional Centre, Plot No.754/1, Jayadev Vihar, BBSR ;
8. The Chairman, P.G. Council, Utkal University ;
9. All Heads of P.G. Teaching Departments, Utkal University ;
10. The Chief, University Employment Information Bureau, Utkal University ;
11. The Sr. Steno to the Vice-Chancellor / P.A. to the Registrar, Utkal University for information and necessary action.
12. Copy to the Notice Board, Utkal University for general information.


REGISTRAR

(ANNEXURE-I)

UTKAL UNIVERSITY
APPLICATION FORM

Affix stamp
size recent
photograph
here

(ALL ENTRIES IN THE FORM SHOULD BE MADE BY THE CANDIDATE
WITH HIS OWN HANDWRITING IN BLOCK CAPITAL LETTERS)

1. a) Post applied for: b) Adv. No. & date:

2. Full Name of the Candidate.....

2. Address for correspondence:

Plot At:.....

Post:..... Via:.....

Dist.....

PIN Phone/Mob. No

4. Permanent Address :

Plot No..... At.....

Post:..... Via:.....

Police Station: Dist:.....

P.I.N:..... Phone / Mob. No:.....

5. Date of Birth: (as recorded in H.S.C.E)

b) Gender: c) Married / Unmarried:.....

6. Whether belong to: S.C. / S.T. / SEBC:
(Attach certificate from competent authority)

7. Father's Name:

8. a) Candidate's Mother Tongue

b) Any other language he / she can read, write and speak

9. Qualification of the candidate starting from H.S.C in ascending order:

Exams Passed / Year	Name of the Board/University	Division / Class	% of Marks	Subject taken

10. Particulars of employment / appointments:

Name of posts & Institution	Date of Joining	Date of Leaving	Salary	Name Employer

11. Bank Draft No.

Date:-

Amount Rs.

12. List of enclosures sent with the application:

- | | |
|----|----|
| 1. | 4. |
| 2. | 5. |
| 3. | 6. |

DECLARATION

I solemnly declare that the entries made in this application are true to the best of my knowledge and belief, if any information supplied above is found false or incorrect my candidature is liable to be rejected without assigning reason there of.

Date:
Place:

Signature of the candidate (in full)

ANNEXURE-II

GUIDELINES & TERMS AND CONDITIONS FOR THE POST OF PROGRAMME COORDINATOR, NSS, UTKAL UNIVERSITY

Post Name	Minimum Qualification	Nature of appointment
Programme Coordinator, NSS	i. Reader / Sr. Lecturer in University or affiliated college. ii. Experience as Programme Officer (NSS) at least 3 years. iii. Must have undergone NSS orientation in a TOC/TORC. iv. Age must not be above 50 years at the time of selection.	On foreign service terms and conditions

1. **Last date for receipt of application is 24.06.2019.** Applications received after due date shall be rejected and no correspondence will be entertained in this regard.
2. The application (in 3 copies) should be submitted in the replica of the prescribed format. No alteration and addition should be made.
3. Applications should be submitted through proper channel.
4. Reserved category applicants should attach Caste Certificate from the Tahasildar / District Welfare Officer to avail reservation facilities.
5. Each applicant has to pay a non-refundable fee of Rs.500/- in shape of Bank Draft / Bankers' Cheque drawn in favour of the 'Comptroller of Finance, Utkal University' payable at SBI, Utkal University Campus Branch, Vani Vihar, Bhubaneswar.
6. TA/DA will not be paid to the candidates to attend the interview / selection test.
7. Applicants should attach self attested Xerox copies of the certificates and documents in support of the information supplied in the application.
8. The applicant should affix one recent stamp size photograph in the specified place of the application form and another along with the application.
9. Each post carries the scale of pay as specified and other allowances as admissible to University Employees as per State Government terms and conditions of service.
10. Canvassing in any form or on behalf of the candidate will be considered as disqualification.
11. The University reserves the right to amend / alter / cancel any or all conditions mentioned above, if necessary, without assigning any reason thereof.


REGISTRAR