

ଓଡ଼ିଶା ବନ ଉନ୍ନୟନ ନିଗମ ମିଃ Odisha Forest Development Corporation Limited



(Formerly Orissa Forest Development Corporation Limited)

(A Government of Odisha Undertaking)

CIN-U02005OR1962SGC000446 Regd. Off: Plot No. A/84 Kharavel Nagar, Unit-III,
Bhubaneswar, Odisha, PIN-751001 Telephone:-0674-2534086, 2534269 Fax: 0674-
2535934 [website: www.odishafdc.com E-mail ID:general@odishafdc.com]

Advertisement No 1004, date 31.05.2018

ELIGIBILITY CRITERIA AND TERMS OF REFERENCE FOR SELECTION IN RE-EMPLOYMENT /RE-ENGAGEMENT OF RETIRED EMPLOYEES OF GOVT. AND PSUs, FOR THE FOLLOWING CATEGORY/CADRE OF POST.

Application are invited from the intending eligible retired employees of PSUS/Govt., for re-employment/ re-engagement in the following different vacant posts of the different divisions of OFDC Ltd, in the prescribed application form, details of which can be down loaded from the OFDC website www.odishafdc.com. The application is required to be addressed to the concerned Divisional Manager of OFDC Ltd. as per the address indicated in Annexure-A and to be sent by Regd. Post. The last date of receipt of the application form at the concerned Divisional office of OFDC is 20.06.18 in a sealed cover envelop super scribing " RE-ENGAGEMENT OF RETIRED EMPLOYEE FOR THE POST OF

"

1. Details of vacancies and Remuneration .

SL.No.	Name of the post	No. of vacancies to be reemployed/reengaged	Consolidated Remuneration per Month (No further allowance is Admissible).
1	Jr.Accountant /Auditor	08	Rs.22,041/-
2	U.D.Asst.	12	Rs.22,041/-
3	Sectional Supervisor	30	Rs.12,324/-

2. Job description

Jr.Accountant / Auditor: Attend accounting, auditing related and accounts preparation, compilation work in Computer of sub division/division office accounts and other official works as and when entrusted by the Concerned Divisional Manager/General Manager excepting cash transaction.

U.D.Asst.- Attend Divisional / Zonal Official work relating to General Section i.e.to assist in lease/establishment work, preparation of report/return time to time and other official work as and when entrusted by the Concerned Divisional Manager / General Manager excepting cash transaction.

Sectional Supervisor: Attend the supervision work in field i.e. Coupe work, Depot work and assist the coupe in charge and SDM in preparation of report/return as and when entrusted by the Concerned

Divisional Manager excepting cash transaction. The Sectional Supervisor will have to undertake tour and will be paid TA, D.A. as admissible to OFDC employee.

3. Eligibility criteria.

3.1. Retired employees who are below 63 years of age and physically fit to work will only be considered.

3.2. A person will only be considered for the above post, subject to condition that , he has either worked in the said post or similar post, at least for a period of 03 years, before his/her superannuation .

3.3. The applicant may indicate the Division and the zone where he is interested to be engaged. The tentative place of posting has been indicated in a separate (enclosed) table. The applicant may give his option for more than one place. In that case he has to apply separately to the Divisional Manager OFDC Ltd. concerned.

3.4. Initial period of engagement shall be for six months which can be further extended on satisfactory performance.

4. The engagements is purely temporary in nature and the engaged employee can be disengaged by giving one month notice without assigning any reason thereof,. The decision of Managing Director, OFDC Ltd, would be binding and final.

5. The retired employee on re-engagement shall submit an undertaking that they will abide by the rules and regulation of OFDC Ltd, and code of conduct as applicable to employee of Govt. of Odisha.

6. Further, they are requested to submit an attested copy of their relieve order on superannuation and Xerox copy of Date of Birth Certificate(HSC) with self attestation along with application form to concerned Divisional Manager. Any query on the matter may be addressed to the concerned Divisional Manager.

7. The selection of personnel will be made at the Zonal Office level on receipt of all information from concerned Divisional Manager and would be finalised at Head Office.

8. Persons with **proven track record and past performance** will only be considered.

9. No TA/DA will be paid to the applicant if called for test/interviews.

10.No Departmental Proceeding/Vigilance cases pending against the applicant and in case of consideration for re-engagement, the employee shall be required to give an undertaking to that effect.

Jilendra Kumar
30/5/18

Tentative place of Vacancy and place of posting

SL. No	Name of the Unit	Applications to whom are to be sent.	Jr.Accountant	U.D.Asst.	Sectional Supervisor
A	Corporate Office, OFDC Ltd.	Divisional Manager, OFDCLtd, Bhubaneswar-C Division	02	02	-
B	BHUBANESWAR-C ZONE		-	-	-
1	Bhubaneswar(C) Division	Divisional Manager, OFDCLtd, Bhubaneswar-C Division	01	-	-
2	Dhenkanal(C) Division	Divisional Manager, OFDCLtd, Dhenkanal(C) Division	01	01	-
3	Angul-CKL Division	Divisional Manager, OFDCLtd, Angul(C-KL) Division	-	-	02
4	Keonjhar-CKL Division	Divisional Manager, OFDCLtd, Keonjhar (C-KL) Division	-	-	01
5	Baripada-C Division	Divisional Manager, OFDCLtd, Baripada(C) Division.	01	-	02
C	BERHAMPUR-C ZONE		-	-	-
1.	Bhanjanagar-C Division	Divisional Manager, OFDCLtd, Bhanjanagar(C) Division	-	01	-
2	Boudh-CKL Division	Divisional Manager, OFDCLtd, Boudh-C-KL Division	01	-	-
3	Muniguda-C Division.	Divisional Manager, OFDCLtd, Muniguda-C Division	-	-	01
D	BOLANGIR-C ZONE		-	-	-
1	Bolangir-CKL Division	Divisional Manager, OFDCLtd, Bolangir(C-KL) Division	01	02	02
2	Bhawanipatna-CKL Division	Divisional Manager, OFDCLtd, Bhawanipatna(C-KL) Division	-	-	02
3	Nabarangpur-CKL Division	Divisional Manager, OFDC Ltd, Nabarangpur(C-KL) Division	-	-	04
4	Jeypore-CKL Division.	Divisional Manager, OFDCLtd, Jeypore(C-KL) Division	01	-	04
E	SAMBALPUR-C ZONE				
1	Sambalpur-CKL Division	Divisional Manager, OFDC Ltd. Sambalpur(C-KL) Division	-	-	03
2	Rourkela-CKL Division	Divisional Manager, OFDC Ltd. Rourkela(C-KL) Division	-	02	03
3	Deogarh CKL Division	Divisional Manager, OFDC Ltd. Deogarh(C-KL) Division	-	01	02
4	Rairakhol-CKL Division	Divisional Manager, OFDC Ltd. Rairakhol(C-KL) Division	-	01	02
5	Jharsuguda-CKL Division	Divisional Manager, OFDC Ltd. Jharsuguda(C-KL) Division	-	02	02
	Total		08	12	30

APPLICATION FORM FOR RE-ENGAGEMENT FOR THE POST APPLIED FOR

1. Name of the applicant:
2. Father's Name
3. Present Address:
4. Permanent postal address:
5. Qualification.:
6. Date of Birth:
7. Date of initial joining in organisation:
8. Date of Retirement.
9. Post hold at the time of retirement:
10. Place from where retired with name of the Department. Detail address of office:
11. Experience in a particular post for 3 years.

Passport size photo graph
of the applicant

Period		Place of work	Works Assigned
From	To		

12. Contact No:
13. Declaration to be signed by the candidate.

I do hereby declare that, all the information given in this application are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false, my candidature shall be liable for rejection.

Signature of the Applicant.

ANNEXURE - A

<p>Divisional Manager Odisha Forest Development Corpn. Boudh-CKL Division Boudh [Odisha] PIN:-762014</p>	<p>Divisional Manager, Odisha Forest Development Corpn. Sambalpur-CKL Division Sambalpur, Odisha PIN:-768001</p>
<p>Divisional Manager Odisha Forest Development Corpn. Muniguda-C Division Muniguda, Koraput Odisha PIN:-765020</p>	<p>Divisional Manager Odisha Forest Development Corpn. Rourkela-CKL Division Rourkela, Odisha PIN:-769001</p>
<p>Divisional Manager Odisha Forest Development Corpn. Bhanjanagar-C Division Bhanjanagar, Ganjam, Odisha PIN:-761126</p>	<p>Divisional Manager Odisha Forest Development Corpn. Deogarh-CKL Division Deogarh, [Odisha] PIN:-768108</p>
<p>Divisional Manager Odisha Forest Development Corpn. Bolangir-CKL Division Bolangir, Odisha PIN:-767001</p>	<p>Divisional Manager Odisha Forest Development Corpn. Rairakhol-CKL Division Rairakhol, [Odisha] PIN:-768106</p>
<p>Divisional Manager Odisha Forest Development Corpn. Bhawanipatna-CKL Division Bhawanipatna, Odisha. PIN:-766001</p>	<p>Divisional Manager Odisha Forest Development Corpn. Jharsuguda-CKL Division Jharsuguda, [Odisha] PIN:-768201</p>
<p>Divisional Manager Odisha Forest Development Corpn. Nowrangpur-CKL Division Nowrangpur [Odisha] PIN:-764059</p>	<p>Divisional Manager Odisha Forest Development Corpn. Angul-CKL Division Angul, [Odisha] PIN:-759122</p>
<p>Divisional Manager Odisha Forest Development Corpn. Jeypore-CKL Jeypore, [Odisha] PIN:-764001</p>	<p>Divisional Manager Odisha Forest Development Corpn. Bhubaneswar-C Division 217/218: Satyanagar, Bhubaneswar. PIN-751007</p>
<p>Divisional Manager Odisha Forest Development Corpn. Keonjhar-CKL Division Keonjhar, [Odisha] PIN:-758001</p>	<p>Divisional Manager Odisha Forest Development Corpn. Dhenkanal-C Division Dhenkanal, [Odisha] PIN:-759001</p>
<p>Divisional Manager Odisha Forest Development Corpn. Baripada-C Division Mayurbhanja, [Odisha] PIN:-757001</p>	