

**ODISHA SUB-ORDINATE STAFF SELECTION COMMISSION**  
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No. IIE- 07/2023/ 492 (C)/OSSSC

Dated 24<sup>th</sup> February, 2023

**Invitation of online application for Combined Recruitment Examination-2023 for the district cadre posts of Junior Assistant and Panchayat Executive Officer**

**Important Dates**

| Event                                                                 | Start date | End date   |
|-----------------------------------------------------------------------|------------|------------|
| Online Registration/Re-registration/ Submission of Online Application | 24.02.2023 | 27.03.2023 |

Applications are invited online through the OSSSC website [www.osscc.gov.in](http://www.osscc.gov.in) for recruitment to **the district cadre posts of Junior Assistant (JA) and Panchayat Executive Officer (PEO)** in various District Establishments under different Departments of Government of Odisha. The District-wise total vacancies for each post to be filled up by this recruitment and reservation for each category of candidates is indicated at **Annexure –I & II**. The recruitment is being conducted according to the Odisha Sub-Ordinate Staff Selection Commission (District Cadre) Rules, 2012, Odisha Ministerial Services (Method of Recruitment and conditions of service of Junior Assistants, Senior Assistants and Section Officers in the District Offices and offices Sub-ordinate thereto) Rules, 2019 and the Odisha, Panchayat Executive Officers Service (Method of Recruitment and conditions of service) Rules, 2021 as amended up to date.

**1. Details of Posts to be filled up:**

- (i) The vacancies in the post of Junior Assistant and Panchayat Executive Officer are of district cadre, "District Cadre" means a candidate, after being selected, will be posted and transferred within the district concerned.
- (ii) **A candidate interested must ensure that he/she belongs to the district for which he/she is applying. Further, he/she must have registered his/her name in any Employment Exchange of the district for which he/she is applying on or before the date of submission of online application. Those who have not registered in any Employment Exchange of the District and registered in any State/Special Employment Exchange they shall upload Resident Certificate in addition to Employment Exchange registration Certificate.**
- (iii) The number of posts to be filled up on the basis of this recruitment may undergo change without any prior notice at the discretion of the Government.
- (iv) Reservations of vacancies for candidates belonging to Scheduled Caste, Scheduled Tribe, Socially and Educationally Backward Classes, Women, Sportsperson, Ex-servicemen and Persons with Disability categories shall be made in accordance

with the provisions made under relevant Acts and Rules, Notifications, Resolutions, Orders and Instructions of Government of Odisha in force.

**2. Scale of pay & conditions of service:**

The appointment to the posts shall be made carrying the level of pay as given below in the table.

| Sl No. | Name of the Post            | Scale of Pay and Pay matrix level                    |
|--------|-----------------------------|------------------------------------------------------|
| 1      | Junior Assistant            | Pay Scale 19900 - 63200, Pay Matrix level-4, Cell-01 |
| 2      | Panchayat Executive Officer | Pay Scale 21700 - 69100, Pay Matrix level-5, Cell-01 |

**3. Eligibility Criteria:**

**A) Age & Educational Qualification: -**

- (i) The minimum and the maximum age, educational qualification of the candidates for the posts shall be as mentioned below:

| Post wise Age and Educational Qualification |                             |                                                                                                                                                              |                                                                                                                                 |
|---------------------------------------------|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Sl No.                                      | Name of the Post            | Minimum Educational Qualification                                                                                                                            | Age                                                                                                                             |
| 1                                           | Junior Assistant            | The candidate must have passed +3 in Arts/Science/Commerce or such other qualification as are equivalent to +3 examination with knowledge of Computer Skill. | A candidate must have attained the age of 21 years and must not be above the age of 38 years as on 1 <sup>st</sup> January 2023 |
| 2                                           | Panchayat Executive Officer | The candidate must have passed +2 Examination in any discipline or any other examination equivalent thereto;                                                 |                                                                                                                                 |

- Date of birth as recorded in the HSC certificate issued by the Board of Secondary Education, Odisha or equivalent certificate issued by any recognized Board/Council/Indian University shall only be accepted.
- The candidate must have the prescribed minimum educational qualification as on the closing date of submission of online application.

**(ii) Relaxation of upper age limit:**

- The upper age limit is relaxable by 5 years for the candidates belonging to SC/ST/SEBC/Women category.
- The upper age limit is also relaxable by 10 years in case of Persons with Disabilities (PwD).
- The upper age limit is relaxable by the total period of service rendered in defence service in case of Ex-Servicemen. The persons in Defence Service having more than six months to retire or to be discharged from service as on the last date of the submission of online application are not eligible to apply for the post. Provided that those Ex-Servicemen who have already secured regular employment under the State Government in civil post and services would be permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any

higher post or services under the State Government but such candidates shall not be eligible for the benefit of reservation, if any, for Ex-Servicemen in the State Government.

- d. A candidate who comes under more than one category shall be eligible for only one benefit of relaxation which shall be considered most beneficial to him/her.

Provided that Persons with Disabilities under SC/ST/SEBC category shall be entitled to cumulative age relaxation of ten years on account of their disability over and above the normal relaxation available to them as SC/ST/SEBC candidate.

(iii) **Group D Employee:**

A Group D employee who is not more than 40 years of age as on the 1<sup>st</sup> day of January of the year in which recruitment is made and otherwise eligible shall be eligible to appear in the examination and shall be considered for recruitment to the post of **Junior Assistant only**.

(iv) **Gram Rojagar Sevaks:**

In order to be eligible for the post of Panchayat Executive Officer, the Gram Rojagar Sevaks, engaged under Mahatma Gandhi National Rural Employment Guarantee Scheme (MGNREGS), who are less than 45 years of age and are otherwise eligible shall be eligible to appear in the examination and shall be considered for recruitment to the post of **Panchayat Executive Officer only**. Such candidates shall produce a certificate from the Collector of the concerned district regarding their continuity as Gram Rojagar Sevaks in support of their claim for verification to be done on a later date after the written test.

- (v) A candidate must be able to speak, read and write Odia and have
- passed the Middle School Examination with Odia as a language subject; or
  - passed Matriculation or equivalent examination with Odia as the medium of examination in non-language subjects; or
  - passed in Odia as language subject in the final examination of Class-VII or above from a School or Educational Institution recognised by the Government of Odisha or Central Government; or
  - passed a test in Odia in Middle English School Standard conducted by the School & Mass Education Department.

**B) Other Eligibility Criteria:** A candidate, in order to be eligible for the post, must be-

- A citizen of India,
- Of good character,
- If married, must not have more than one spouse living. Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for doing so, exempt any person from operation of the rule.
- Applicant(s) claiming reservation as Sportsperson must possess Sports Identity Card(s) issued by the Sports & Youth Services Department, Government of

Odisha as on the date of submission of application and upload the scanned copy of original (not photo copy) Sports ID card online.

- (v) The candidates must belong to that district only for which he/she is applying.
- (vi) The candidates must have registered his/her name in any Employment Exchange in the district concerned and have valid registration certificate on or before the date of submission of application. Those who have not registered in any Employment Exchange of the District and registered in any State/Special Employment Exchange they shall upload Resident Certificate in addition to Employment Exchange registration Certificate.
- (vii) Applicants claiming reservation under Persons with Disability (PwD) category must ensure that they possess Permanent Disability Certificate and belong to the category and sub-category of disability for which the post has been reserved, as mentioned under Notes below at **Annexure-I & II** of the Advertisement (Physical Requirements and Functional Classification), as the case may be. They must upload the scanned copy of the original (not photo copy) Unique Disability Identity (UDID) card issued by the Competent Authority. Those who do not have UDID card must enrol/apply online for UDID card and mention the enrolment/application registration number in the specified text box of the online application. The disability certificate other than UDID card is not acceptable.

Further, to take the help of scribe in appearing the Examination, they need to take written permission of the ADM-cum-District Superintendent concerned, at least three days prior to the date of Examination as per procedure. Scribe, extra time/additional time/compensatory time as admissible shall be allowed as per rules.

- (viii) Applicants claiming reservation as Ex-servicemen must have possessed Discharge Certificate/documents in support of service rendered in defence services and must furnish an undertaking to the effect that they have not availed of any re-employment under the Government of Odisha till the date of this application.
- (ix) If any candidate has, at any time been debarred from recruitment examination for a certain period by this Commission, he/she shall not be eligible for appearing the same for that specific period.

4. **Examination Fee:**

NO EXAMINATION FEE IS PAYABLE FOR APPLYING FOR THE POSTS.

5. **Last date of receipt of applications:**

The last date of receipt of online applications in response to this advertisement is **27.03.2023**. The system will be automatically disabled and no application for this post will be made available thereafter. Incomplete application/paper application/application received after the last date shall be summarily rejected. However, the applicants are advised to submit online

applications well in advance without waiting for the last date in order to avoid the last hour rush in online application system.

6. **How to apply:**

- I) All eligible persons who have not registered themselves earlier for any previous recruitment of the Commission have to register for the post by clicking on the button, "Register" on the Home page of the Commission's website - [www.osscc.gov.in](http://www.osscc.gov.in). Those who have registered earlier and got the User ID have to login and re-register for this post by selecting the "Re-registration" option provided under the Applicant Menu. After completing registration/re-registration, they have to login, furnish the details of the required documents, then proceed to fill up and submit online application. Step by step procedure for registration/re-registration/ application can be viewed by clicking on "**How do I register/re-register/apply**". The **Instructions** for the same shall also appear on the computer screen by clicking on "Registered User" or "New User". These instructions are to be read carefully before proceeding to fill up the Registration and Online Application Forms.

II) **Pre-Requisites for Registration/Re-registration and Online Application:**

1. Full Specimen Signature of the Applicant, scanned in "jpg/jpeg/png" format between the ranges of **20Kbs** to **50Kbs** shall be kept handy for uploading prior to making Registration/re-registration for any Post.
2. Applicants shall keep their Certificates and Mark Sheets ready for filling in the details of the educational qualifications during Online Application.
3. In addition, they shall keep ready a copy of the recent passport size coloured photograph, scanned in the "jpg/jpeg/png" format between the ranges of **20Kbs** to **100Kbs** for uploading in the Online Application.
4. The photograph and full specimen signature scanned for uploading must be clearly identifiable/visible, otherwise the registration/ re-registration and application shall be liable to rejection and no correspondence on this account shall be entertained.
5. Applicants must have their own personal e-mail ID and Mobile/Cell Phone Number with validity till the completion of the recruitment process for receiving all important communication, like, Activation Key, various Alerts and downloading Admission Letters and other intended document(s) from the OSSCC Web Portal. Under no circumstances, the applicant should share/change his/her e-mail ID and Mobile/Cell Number with any other person. In case, he/she does not have a valid personal e-mail ID, he/she shall create a new e-mail ID for applying online.

7. **Original Certificates/documents to be produced during verification:**

- (i) Candidates claiming reservation as SC/ST/SEBC/Persons with Disabilities (PwD) category shall produce Caste Certificate issued for the purpose of service/Unique Disability Identity (UDID) card showing permanent disability issued by the competent authority.

- (ii) HSC examination pass, 10+2 pass or other equivalent, +3 pass or other equivalent educational certificates and Mark sheets of qualifying examinations.
- (iii) Certificate of passing Odia as a language subject in the final examination of Class-VII from any School/Educational Institution of Odisha or Central Government or passing a test in Odia language in Middle School Standard examination conducted by the School & Mass Education Department, Odisha.
- (iv) Discharge Certificate/Identity Card and documents in support of service rendered in defence services in case of Ex-Servicemen. An undertaking to the effect that the person claiming benefit under Ex-Servicemen has not got any employment under State Government utilising the benefit under Ex-Servicemen.
- (v) Sportsperson ID card issued by the Sports & Youth Services Department of Government of Odisha, if claimed, reservation as Sportsperson.
- (vi) Certificate of Registration in any Employment Exchange of the district.
- (vii) Those who have not registered in any Employment Exchange of the District and registered in any State/Special Employment Exchange they shall produce Resident Certificate issued by the competent authority for the purpose of service in support of the claim of he/she belonging to the district for which he/she has applied in addition to Employment Exchange registration Certificate.

**8. Place and Date of Written Test:**

The Written Test for combined recruitment examination shall be held in all Districts. The date, time and venue of the Written Test will be intimated to the eligible candidates through the admission letters to be issued online in due course from a specific date to be notified in the said website later. The written test is likely to be held in the month of **May, 2023** in all Districts. The candidates are advised to visit the website of the Commission at regular intervals and also keep track of different notices to be published by the Commission to know about the detailed programme of the examination.

**9. Admission Letter:**

Provisional Admission letters, containing intimation about the date, time and venue for the written test shall be uploaded on the Commission's website- [www.osssec.gov.in](http://www.osssec.gov.in) well ahead of the date of the examination. Each eligible applicant shall have to download his/her Admission Letter **by using their User ID & Password** before the date of examination by visiting the Commission's website and clicking "**Download Admission Letter**" option under the Applicant Menu. The date of examination shall be advertised in the local newspaper for information of the candidates. The Commission will not send any printed admission letter to any candidate through post or any other mode.

10. **Plan of examination:**

The combined recruitment examination shall consist of the following stages.

There shall be a Written Test of 180 marks (MCQ type in OMR System) in one paper and a practical skill test of 50 marks as detailed below:

| Papers                      | Subjects           | No .of questions | Maximum Marks | Time    |
|-----------------------------|--------------------|------------------|---------------|---------|
| <b>Written Test</b>         |                    |                  |               |         |
| One Paper                   | English            | 40               | 40            | 3 hours |
|                             | Odia               | 35               | 35            |         |
|                             | Mathematics        | 35               | 35            |         |
|                             | General Knowledge  | 35               | 35            |         |
|                             | Computer Knowledge | 35               | 35            |         |
|                             | Total              | 180              | 180           |         |
| <b>Practical Skill Test</b> |                    |                  |               |         |
| Subject                     |                    | Maximum Marks    |               | Time    |
| Basic Computer skills       |                    | 50               |               | 1 hour  |

**Written Test**

- The written test shall be of the standard of High School Certificate Examination.
- In the written test, there shall be negative marking @0.50 mark per question for wrong/multiple answers.**
- In the written test, the minimum qualifying marks for ST, SC, PwD, Ex-Servicemen and Sportsperson category of candidates shall be 30% and the minimum qualifying marks for candidates other than ST, SC, PwD, Ex-Servicemen and Sportsperson category, shall be 35%. The **Gram Rojagar Sevaks** shall be allowed 1% extra marks of the total marks of the Written Test for each completed year of continuous service subject to a maximum of the 15%, which shall be added to the marks secured by them for deciding the merit position for the post of PEO only. But in no case the marks secured together with the extra marks shall exceed the total marks.

**iv) Syllabus of Written Test**

**1. English:-**

- Verbs, Tenses, Modal, Active and Passive voice, Subject-verb Agreement.
- Connectors, Types of Sentences, Direct and Indirect speech, Comparison.
- Articles, Noun, Pronouns, Prepositions.
- Unseen passage (400-450 words in length) with a variety of comprehension questions.

**2. Odia:-**

**(a) GRAMMAR**

- Transformation of sentences:  
(Affirmative, Negative, Interrogative, Exclamatory, Simple, Compound, Complex)
- Transformation of words:  
(noun to adjective and adjective to noun)
- Sandhi
- Samasa

- (v) Antonyms and Synonyms
- (vi) Correction of common errors in words
- (vii) Idioms and Phrases
- (viii) Taddhita and Krudanta
- (ix) Punctuation marks
- (b) COMPOSITION
  - (i) Translation (From English to Odia of objective type)
- (c) COMPREHENSION OF AN UNSEEN PASSAGE

3. **Mathematics:-**

- (i) Number System
- (ii) HCF and LCM
- (iii) Squares and Square Roots
- (iv) Cubes and Cube Roots
- (v) Percentage and Averages
- (vi) Simple Interest and Compound Interest
- (vii) Profit, Loss and Discount
- (viii) Partnership
- (ix) Ratio and Proportion

4. **General Knowledge:-**

- (i) Historical events, dates, personalities and places,
- (ii) Geographical facts with places,
- (iii) States, Countries and Institutions with Headquarters,
- (iv) Books and authors,
- (v) Scientific facts and discoveries with dates, persons and uses,
- (vi) Current events with places and personalities,
- (vii) Matching questions of miscellaneous type

5. **Computer Knowledge:-**

- (i) MS Windows: Introduction of Windows
- (ii) MS Office: MS Word, MS Power Point, MS Excel and MS Access

11. **Results of Written Test and 1<sup>st</sup> Screening list for Practical Skill Test:**

District wise Provisional Master Merit List shall be drawn category / special category wise as per merit on the basis of the performance in Written Test (marks secured /awarded), for the post of **Junior Assistant** and as per merit on the basis of the performance in Written Test (marks secured /awarded) and extra marks awarded for work experience as Gram Rojagar Sevaks, for the post of **Panchayat Executive Officer**.

Candidates will be shortlisted / screened @ 3 times, the number of vacancies advertised category / special category wise as per merit on the basis of the performance in Written Test (marks secured / awarded) / extra marks awarded for work experience as Gram Rojagar Sevaks and shall be called for the Practical Skill Test.

District wise Provisional Screening List of the candidates shall be drawn out of the Provisional Master Merit List prepared on the basis of Written Test and the candidates so screened will be allowed to participate in the Practical Skill test.

In case of failure to appear/ qualify in the Practical Skill Test, the candidate shall not be considered further in the recruitment process.

12. **Practical Skill Test**

- i) The Practical Skill Test shall be of qualifying nature.
- ii) The minimum qualifying marks for all candidates shall be 40% in the Practical Skill Test.
- iii) Syllabus of Practical Skill Test

Basic Computer Skills:-

1. **MS Windows**

2. **MS Office**

- i) MS Word
- ii) MS Power Point
- iii) MS Excel
- iv) MS Access

13. **2<sup>nd</sup> Screening List and Document Verification:**

The candidates who qualify in the Practical Skill test will be shortlisted / screened @ 125%, the number of vacancies advertised category / special category wise as per merit on the basis of the performance in the written test / extra marks awarded for work experience as Gram Rojagar Sevaks and shall be called for the Document verification.

The Commission is not verifying any original document for admission of the candidates to the examinations. The candidates shall be admitted to the examination **provisionally** based on the information submitted by them in online application along with declaration. The original documents of the shortlisted candidates shall be verified/validated with reference to the bio-data and application of the candidate by the Collectors concerned for validation of candidature before issue of appointment order. As such, the candidature of the applicant shall remain provisional till validation by appointing authority.

14. **Results:**

District wise provisional results shall be published in due course in the Commission's website- [www.osscc.gov.in](http://www.osscc.gov.in). The results published by the Commission shall remain provisional till acceptance of candidature by the requisitioning authority / appointing authority.

**The detail guidelines in this regard will be issued in due course.**

15. **Cancellation/Disqualification of the candidature:**

Any misrepresentation / suppression / furnishing of wrong information / manipulation by the candidate in the online application shall result in cancellation/disqualification of his/her candidature at any stage of recruitment process, even after issue of appointment order.

By order of the Commission

Secretary

24/2/23



# Odisha Sub-ordinate Staff Selection Commission (OSSSC)

## JUNIOR ASSISTANT

( ANNEXURE - I )

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### VACANCIES

| Sl No. | VACANCY IN    | CATEGORY WISE VACANCIES |     |     |     |     |     |      |      |       | SPECIAL CATEGORY WISE VACANCIES<br>(Included in Total at Column No. 11) |         |      |      |      |      |      |      |      |      |      |      |       |
|--------|---------------|-------------------------|-----|-----|-----|-----|-----|------|------|-------|-------------------------------------------------------------------------|---------|------|------|------|------|------|------|------|------|------|------|-------|
|        |               | UR                      |     | ST  |     | SC  |     | SEBC |      | Total | EX-SERV                                                                 | SPO RTS | *VI  |      | *HI  |      | *OI  |      | *MI  |      | *MD  |      | Total |
|        |               |                         | (W) |     | (W) |     | (W) |      | (W)  |       |                                                                         |         |      | (W)  |      | (W)  |      | (W)  |      | (W)  |      | (W)  |       |
| (1)    | (2)           | (3)                     | (4) | (5) | (6) | (7) | (8) | (9)  | (10) | (11)  | (12)                                                                    | (13)    | (14) | (15) | (16) | (17) | (18) | (19) | (20) | (21) | (22) | (23) | (24)  |
| 1.     | Angul         | 21                      | 5   | 23  | 10  | 14  | 7   | 4    | 1    | 85    | 1                                                                       | 1       | 1    | -    | 1    | -    | -    | -    | -    | -    | -    | -    | 4     |
| 2.     | Bargarh       | 38                      | 17  | 27  | 11  | 18  | 7   | 14   | 8    | 140   | 3                                                                       | 1       | 3    | 1    | 1    | -    | 1    | -    | -    | -    | -    | -    | 10    |
| 3.     | Bhadrak       | 32                      | 12  | 13  | 5   | 10  | 4   | 1    | 1    | 78    | 3                                                                       | 2       | -    | -    | 2    | -    | 1    | -    | -    | -    | -    | -    | 8     |
| 4.     | Balasore      | 20                      | 5   | 36  | 18  | 27  | 11  | 5    | 1    | 123   | 3                                                                       | 1       | -    | 1    | 1    | -    | 1    | -    | -    | -    | -    | -    | 7     |
| 5.     | Balangir      | 36                      | 13  | 29  | 16  | 17  | 8   | 5    | 2    | 126   | 2                                                                       | 2       | 2    | 1    | 1    | -    | 1    | -    | -    | -    | -    | -    | 9     |
| 6.     | Boudh         | 15                      | 6   | 8   | 2   | 3   | 1   | 3    | -    | 38    | -                                                                       | -       | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -     |
| 7.     | Cuttack       | 34                      | 18  | 48  | 21  | 20  | 10  | 10   | 2    | 163   | 4                                                                       | 1       | 2    | 1    | 2    | -    | 1    | -    | -    | -    | 1    | -    | 12    |
| 8.     | Deogarh       | 8                       | 1   | 6   | 4   | 4   | 3   | 2    | -    | 28    | -                                                                       | -       | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -     |
| 9.     | Dhenkanal     | 22                      | 6   | 23  | 12  | 16  | 9   | 3    | 1    | 92    | -                                                                       | 1       | 2    | -    | 1    | -    | -    | -    | -    | -    | -    | -    | 4     |
| 10.    | Gajapati      | 28                      | 11  | 11  | 5   | 7   | 5   | 8    | 4    | 79    | 1                                                                       | -       | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | 1     |
| 11.    | Ganjam        | 60                      | 60  | 63  | 29  | 37  | 21  | 6    | 2    | 278   | 14                                                                      | 4       | 5    | 1    | 5    | 1    | 3    | 1    | -    | -    | -    | -    | 34    |
| 12.    | Jagatsinghpur | 13                      | 5   | 20  | 10  | 13  | 7   | 2    | 2    | 72    | 1                                                                       | -       | 2    | -    | -    | -    | -    | -    | -    | -    | -    | -    | 3     |
| 13.    | Jajpur        | 39                      | 16  | 26  | 13  | 8   | 4   | 2    | 1    | 109   | 2                                                                       | 1       | 1    | -    | 1    | -    | 1    | -    | -    | -    | -    | -    | 6     |
| 14.    | Jharsuguda    | 23                      | 5   | 9   | 3   | 7   | 2   | 1    | -    | 50    | 2                                                                       | 1       | 1    | -    | 1    | -    | 1    | -    | -    | -    | -    | -    | 6     |
| 15.    | Kalahandi     | 46                      | 28  | 27  | 14  | 18  | 9   | 3    | 1    | 146   | 1                                                                       | -       | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | 1     |
| 16.    | Kandhamal     | 23                      | 10  | 13  | 3   | 7   | 2   | 6    | 3    | 67    | -                                                                       | -       | 1    | -    | -    | -    | -    | -    | -    | -    | -    | -    | 1     |
| 17.    | Kendrapara    | 30                      | 6   | 43  | 1   | 28  | 2   | 3    | 1    | 114   | -                                                                       | -       | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -     |
| 18.    | Keonjhar      | 42                      | 20  | 31  | 13  | 22  | 10  | 3    | 1    | 142   | 4                                                                       | 1       | 2    | -    | 1    | -    | 2    | -    | -    | -    | 1    | -    | 11    |
| 19.    | Khordha       | 32                      | 18  | 30  | 13  | 18  | 8   | 10   | 1    | 130   | 3                                                                       | 1       | 1    | -    | 2    | -    | 1    | -    | -    | -    | -    | -    | 8     |



Odisha Sub-ordinate Staff Selection Commission (OSSSC)

JUNIOR ASSISTANT

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VACANCIES

| Sl No. | VACANCY IN       | CATEGORY WISE VACANCIES |     |     |     |     |     |      |      |       | SPECIAL CATEGORY WISE VACANCIES<br>(Included in Total at Column No. 11) |         |      |      |      |      |      |      |      |      |      |      |       |
|--------|------------------|-------------------------|-----|-----|-----|-----|-----|------|------|-------|-------------------------------------------------------------------------|---------|------|------|------|------|------|------|------|------|------|------|-------|
|        |                  | UR                      |     | ST  |     | SC  |     | SEBC |      | Total | EX-SERV                                                                 | SPO RTS | *VI  |      | *HI  |      | *OI  |      | *MI  |      | *MD  |      | Total |
|        |                  | (3)                     | (4) | (5) | (6) | (7) | (8) | (9)  | (10) |       |                                                                         |         | (14) | (15) | (16) | (17) | (18) | (19) | (20) | (21) | (22) | (23) |       |
| (1)    | (2)              | (3)                     | (4) | (5) | (6) | (7) | (8) | (9)  | (10) | (11)  | (12)                                                                    | (13)    | (14) | (15) | (16) | (17) | (18) | (19) | (20) | (21) | (22) | (23) | (24)  |
| 20 .   | Koraput          | 40                      | 15  | 25  | 11  | 13  | 7   | 7    | 3    | 121   | 3                                                                       | -       | 2    | -    | 2    | -    | -    | -    | -    | -    | -    | -    | 7     |
| 21 .   | Malkangiri       | 12                      | 6   | 6   | 3   | 4   | 3   | 2    | 3    | 39    | 1                                                                       | -       | 1    | -    | -    | -    | -    | -    | -    | -    | -    | -    | 2     |
| 22 .   | Mayurbhanj       | 57                      | 25  | 42  | 21  | 36  | 17  | 8    | 3    | 209   | 8                                                                       | 2       | 2    | -    | 2    | -    | 1    | -    | -    | -    | 1    | -    | 16    |
| 23 .   | Nuapada          | 16                      | 5   | 7   | 4   | 4   | 3   | 1    | -    | 40    | -                                                                       | -       | -    | -    | -    | -    | -    | -    | -    | -    | -    | -    | -     |
| 24 .   | Nabarangpur      | 26                      | 10  | 13  | 6   | 8   | 3   | 7    | 3    | 76    | 2                                                                       | -       | -    | -    | -    | -    | 2    | 1    | -    | -    | -    | -    | 5     |
| 25 .   | Nayagarh         | 19                      | 3   | 16  | 8   | 10  | 6   | -    | 1    | 63    | -                                                                       | -       | -    | -    | 1    | -    | -    | -    | -    | -    | -    | -    | 1     |
| 26 .   | Puri             | 15                      | 10  | 28  | 14  | 25  | 9   | 4    | 2    | 107   | 3                                                                       | 1       | 2    | -    | -    | 1    | 1    | -    | -    | -    | -    | -    | 8     |
| 27 .   | Rayagada         | 33                      | 14  | 18  | 9   | 11  | 4   | 2    | 1    | 92    | 2                                                                       | -       | -    | -    | 1    | -    | 1    | -    | -    | -    | -    | -    | 4     |
| 28 .   | Sambalpur        | 30                      | 13  | 12  | 6   | 10  | 4   | 8    | 2    | 85    | 3                                                                       | 1       | 1    | 1    | -    | -    | -    | -    | -    | -    | -    | -    | 6     |
| 29 .   | Subarnapur       | 16                      | 11  | 9   | 6   | 7   | 3   | 4    | 2    | 58    | 1                                                                       | 1       | 1    | -    | 1    | -    | 1    | -    | -    | -    | -    | -    | 5     |
| 30 .   | Sundargarh       | 48                      | 23  | 20  | 11  | 25  | 12  | 7    | 3    | 149   | 5                                                                       | 1       | 1    | 2    | 2    | -    | 3    | -    | -    | -    | -    | -    | 14    |
| Total  | JUNIOR ASSISTANT | 874                     | 397 | 682 | 302 | 447 | 201 | 141  | 55   | 3099  | 72                                                                      | 23      | 33   | 8    | 28   | 2    | 22   | 2    | -    | -    | 3    | -    | 193   |

Sd/-

Secretary

Seal and Full Signature



**Odisha Sub-ordinate Staff Selection Commission (OSSSC)**  
**JUNIOR ASSISTANT**

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**\*Notes:-**

- 1) EX-SERV - Ex-Serviceman
- 2) SPORTS - Sportsperson
- 3) Physical Requirements & Functional Classification : -

**A) Physical Requirements**

- I) S - WORK PERFORMED BY SITTING (ON BENCH OR CHAIR)
- II) H - WORK PERFORMED BY HEARING / SPEAKING
- III) SE - WORK PERFORMED BY SEEING
- IV) F - WORK PERFORMED BY MANIPULATING (WITH FINGERS)
- V) R & W - WORK PERFORMED BY READING AND WRITING

**B) Categories of disabled suitable for the Job**

- I) VI - VISUALLY IMPAIRED WHICH INCLUDE ANY ONE OF THE FOLLOWING : -
  - a) LV/PB - LOW VISION/PARTIALLY BLIND
  - b) VI - VISUALLY IMPAIRED BUT FUNCTION WITH ASSISTIVE DEVICE
- II) HI - HEARING IMPAIRED WHICH INCLUDE ANY ONE OF THE FOLLOWING : -
  - a) BL - HEARING IMPAIRED(WITH SUITABLE-AID)(DEAFNESS FITTED WITH SUITABLE AID)
- III) OI - ORTHOPEDICALLY IMPAIRED WHICH INCLUDE ANY ONE OF THE FOLLOWING : -
  - i) CP - CEREBRAL PALSY
  - ii) LC - LEPROSY CURED
  - iii) DW - DWARFISM
  - iv) AAV - ACID ATTACK VICTIMS
  - v) MD - MUSCULAR DYSTROPHY
  - vi) LD - LOCOMOTOR DISABILITY
    - a) OL (MNR) - ONE LEG AFFECTED(R AND/OR L)(MOBILITY NOT BE RESTRICTED)
    - b) BL - BOTH LEGS AFFECTED NOT ARMS (MOBILITY NOT BE RESTRICTED)
    - c) OA - ONE ARM AFFECTED (R OR L)-(a) IMPAIRED REACH, (b) WEAKNESS OF GRIP, (c) ATAXIA
- IV) MD - MULTIPLE DISABILITIES WHICH INCLUDE ANY ONE OF THE FOLLOWING : -
  - a) MD - COMBINATION OF DISABILITIES FROM CATEGORY-I, CATEGORY-II & CATEGORY-III AS SPECIFIED ABOVE



**Odisha Sub-ordinate Staff Selection Commission (OSSSC)**  
**Panchayat Executive Officers Service**  
( ANNEXURE - II )

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**VACANCIES**

| Sl No. | VACANCY IN    | CATEGORY WISE VACANCIES |     |     |     |     |     |      |      |       | SPECIAL CATEGORY WISE VACANCIES<br>(Included in Total at Column No. 11) |         |      |      |      |      |      |      |      |      |       |
|--------|---------------|-------------------------|-----|-----|-----|-----|-----|------|------|-------|-------------------------------------------------------------------------|---------|------|------|------|------|------|------|------|------|-------|
|        |               | UR                      |     | ST  |     | SC  |     | SEBC |      | Total | EX-SERV                                                                 | SPO RTS | *VI  |      | *HI  |      | *OI  |      | *MD  |      | Total |
|        |               |                         | (W) |     | (W) |     | (W) |      | (W)  |       |                                                                         |         |      | (W)  |      | (W)  |      | (W)  |      | (W)  |       |
| (1)    | (2)           | (3)                     | (4) | (5) | (6) | (7) | (8) | (9)  | (10) | (11)  | (12)                                                                    | (13)    | (14) | (15) | (16) | (17) | (18) | (19) | (20) | (21) | (22)  |
| 1.     | Angul         | 19                      | 23  | 14  | 9   | 1   | 2   | -    | -    | 68    | 2                                                                       | 1       | -    | -    | 1    | -    | 1    | -    | 1    | -    | 6     |
| 2.     | Bargarh       | 27                      | 13  | 17  | 8   | 10  | 5   | -    | -    | 80    | 2                                                                       | 1       | -    | -    | 1    | -    | 1    | -    | 1    | -    | 6     |
| 3.     | Bhadrak       | 21                      | 11  | 29  | 14  | 13  | 6   | -    | -    | 94    | 3                                                                       | 1       | -    | -    | 1    | 1    | 1    | -    | 1    | -    | 8     |
| 4.     | Balasore      | 68                      | 34  | 25  | 13  | 7   | 3   | -    | -    | 150   | 5                                                                       | 2       | -    | -    | 2    | -    | 2    | -    | 2    | -    | 13    |
| 5.     | Balangir      | 44                      | 21  | 23  | 12  | 7   | 4   | -    | -    | 111   | 3                                                                       | 1       | -    | -    | 2    | -    | 1    | -    | 1    | -    | 8     |
| 6.     | Boudh         | 2                       | 11  | 4   | 1   | -   | 2   | -    | -    | 20    | 1                                                                       | 1       | -    | -    | 1    | -    | -    | -    | -    | -    | 3     |
| 7.     | Cuttack       | 57                      | 21  | 42  | 21  | 21  | 10  | -    | -    | 172   | 5                                                                       | 2       | -    | -    | 3    | -    | 2    | -    | 2    | -    | 14    |
| 8.     | Deogarh       | 10                      | 5   | 5   | 2   | 3   | 1   | -    | -    | 26    | 1                                                                       | -       | -    | -    | 1    | -    | -    | -    | -    | -    | 2     |
| 9.     | Dhenkanal     | 29                      | 14  | 14  | 7   | 3   | 2   | -    | -    | 69    | 2                                                                       | 1       | 1    | -    | 1    | -    | 1    | -    | 1    | -    | 7     |
| 10.    | Gajapati      | 13                      | 7   | 5   | 3   | 3   | 1   | -    | -    | 32    | 1                                                                       | -       | -    | -    | -    | -    | 1    | -    | -    | -    | 2     |
| 11.    | Ganjam        | 64                      | 31  | 37  | 18  | 13  | 6   | -    | -    | 169   | 5                                                                       | 2       | -    | -    | 3    | -    | 2    | -    | 2    | -    | 14    |
| 12.    | Jagatsinghpur | 16                      | 8   | 21  | 11  | 8   | 4   | -    | -    | 68    | 2                                                                       | 1       | -    | -    | 1    | -    | 1    | -    | 1    | -    | 6     |
| 13.    | Jajpur        | 61                      | -   | 4   | -   | 3   | -   | 2    | -    | 70    | 2                                                                       | 1       | -    | -    | 1    | -    | 1    | -    | 1    | -    | 6     |
| 14.    | Jharsuguda    | 16                      | 7   | 3   | 2   | 2   | 1   | -    | -    | 31    | 1                                                                       | -       | -    | -    | 1    | -    | -    | -    | -    | -    | 2     |
| 15.    | Kalahandi     | 40                      | 20  | 18  | 9   | 3   | 1   | -    | -    | 91    | 2                                                                       | 1       | -    | -    | 2    | -    | 1    | -    | 1    | -    | 7     |
| 16.    | Kandhamal     | 26                      | 14  | 1   | -   | 1   | -   | -    | -    | 42    | 1                                                                       | 1       | -    | -    | 1    | -    | 1    | -    | -    | -    | 4     |
| 17.    | Kendrapara    | 33                      | 16  | 17  | 9   | 5   | 3   | -    | -    | 83    | 2                                                                       | 1       | -    | -    | 1    | -    | 1    | -    | 1    | -    | 6     |
| 18.    | Keonjhar      | 42                      | 21  | 20  | 10  | 17  | 9   | -    | -    | 119   | 4                                                                       | 1       | -    | -    | 2    | -    | 2    | -    | 1    | -    | 10    |
| 19.    | Khordha       | 14                      | 7   | 22  | 11  | 11  | 5   | 9    | 5    | 84    | 3                                                                       | 1       | -    | -    | 1    | -    | 1    | -    | 1    | -    | 7     |



Odisha Sub-ordinate Staff Selection Commission (OSSSC)

Panchayat Executive Officers Service

( ANNEXURE - II )

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VACANCIES

| Sl No. | VACANCY IN                           | CATEGORY WISE VACANCIES |     |     |     |     |     |      |      |       | SPECIAL CATEGORY WISE VACANCIES<br>(Included in Total at Column No. 11) |         |      |      |      |      |      |      |      |      |       |
|--------|--------------------------------------|-------------------------|-----|-----|-----|-----|-----|------|------|-------|-------------------------------------------------------------------------|---------|------|------|------|------|------|------|------|------|-------|
|        |                                      | UR                      |     | ST  |     | SC  |     | SEBC |      | Total | EX-SERV                                                                 | SPO RTS | *VI  |      | *HI  |      | *OI  |      | *MD  |      | Total |
|        |                                      |                         | (W) |     | (W) |     | (W) |      | (W)  |       |                                                                         |         |      | (W)  |      | (W)  |      | (W)  |      | (W)  |       |
| (1)    | (2)                                  | (3)                     | (4) | (5) | (6) | (7) | (8) | (9)  | (10) | (11)  | (12)                                                                    | (13)    | (14) | (15) | (16) | (17) | (18) | (19) | (20) | (21) | (22)  |
| 20 .   | Koraput                              | 23                      | 12  | 6   | 3   | 3   | 1   | -    | -    | 48    | 1                                                                       | -       | -    | -    | 1    | -    | 1    | -    | -    | -    | 3     |
| 21 .   | Malkangiri                           | 1                       | 18  | -   | -   | -   | 5   | 4    | 3    | 31    | 3                                                                       | 1       | 1    | -    | 1    | -    | -    | -    | -    | -    | 6     |
| 22 .   | Mayurbhanj                           | 69                      | 34  | 36  | 18  | 14  | 7   | -    | -    | 178   | 4                                                                       | 2       | -    | -    | 3    | -    | 2    | -    | 2    | -    | 13    |
| 23 .   | Nuapada                              | 21                      | 11  | 5   | 2   | 5   | 3   | -    | -    | 47    | -                                                                       | -       | -    | -    | 1    | -    | 1    | -    | -    | -    | 2     |
| 24 .   | Nabarangpur                          | 19                      | 9   | 5   | 2   | 3   | 2   | 8    | 4    | 52    | -                                                                       | -       | -    | -    | 1    | -    | 1    | -    | 1    | -    | 3     |
| 25 .   | Nayagarh                             | 15                      | 8   | 13  | 6   | 1   | 1   | -    | -    | 44    | -                                                                       | -       | -    | -    | -    | 1    | 1    | -    | -    | -    | 2     |
| 26 .   | Puri                                 | 38                      | 19  | 21  | 11  | 9   | 5   | -    | -    | 103   | 3                                                                       | 1       | -    | -    | 1    | 1    | 1    | -    | 1    | -    | 8     |
| 27 .   | Rayagada                             | 19                      | 10  | 8   | 4   | 1   | -   | -    | -    | 42    | 1                                                                       | -       | -    | -    | 1    | -    | 1    | -    | -    | -    | 3     |
| 28 .   | Sambalpur                            | 7                       | 3   | 4   | 2   | 7   | 4   | -    | -    | 27    | 1                                                                       | -       | -    | -    | 1    | -    | -    | -    | -    | -    | 2     |
| 29 .   | Subarnapur                           | 8                       | 4   | 11  | 5   | -   | -   | -    | -    | 28    | 1                                                                       | -       | -    | -    | 1    | -    | -    | -    | -    | -    | 2     |
| 30 .   | Sundargarh                           | 56                      | 27  | 17  | 9   | 3   | 1   | 3    | 2    | 118   | 4                                                                       | 1       | -    | -    | 1    | 1    | 1    | 1    | 1    | -    | 10    |
| Total  | Panchayat Executive Officers Service | 878                     | 439 | 447 | 222 | 177 | 94  | 26   | 14   | 2297  | 65                                                                      | 24      | 2    | -    | 38   | 4    | 29   | 1    | 22   | -    | 185   |

Sd/-

Secretary

Seal and Full Signature



**Odisha Sub-ordinate Staff Selection Commission (OSSSC)**  
**Panchayat Executive Officers Service**

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**\*Notes:-**

1) EX-SERV - Ex-Serviceman

2) SPORTS - Sportsperson

3) Physical Requirements & Functional Classification :-

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II) W - WORK PERFORMED BY WALKING

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IV) H - WORK PERFORMED BY HEARING / SPEAKING

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a) OL (MNR) - ONE LEG AFFECTED(R AND/OR L)(MOBILITY NOT BE RESTRICTED)

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