



ZILLA-PARISHAD, JHARSUGUDA

ODISHA LIVELIHOODS MISSION

Zilla Parishad Building, P.O-OMP Line, Near Collectorate, Jharsuguda, Pin-768204 Odisha.
Ph.No-06645-271337/272997. E-Mail: -ori-djharsuguda@nic.in/jharsugudadpm.olm@gmail.com

Letter No. XI- 155/2023/ 490 /Zilla Parishad/ Date 25.07.2023

To,

**The District Informatics Officer,
NIC, Jharsuguda.**

Sub:- Web hosting of the Advertisement regarding engagement of Community Support Staffs in different GPLFs under Block Level Federation (BLF), Laikera, Odisha Livelihoods Mission, Jharsuguda, Department of Mission Shakti.

Ref: Letter No-242 Dated-14.07.2023 of Block Level Federation (BLF), Laikera.

Sir,

With reference to the subject cited above, I am to enclose herewith the details of Advertisement regarding engagement of Community Support Staffs in different GPLFs under Block Level Federation (BLF), Laikera under Odisha Livelihoods Mission, Department of Mission Shakti for web hosting in District NIC Portal. The last date of receipt of application is 11.08.2023.

Therefore, you are requested to upload the details Advertisement for wider circulation and publicity.

Encl-As above.

Yours faithfully,

25/7/23
Chief Dev. Officer-cum-Executive Officer
✓ **Zilla Parishad, Jharsuguda.**

Memo No 491 Date 25.07.2023

Copy to BLC/ BPC/BLF, Laikera for information and immediate action.

25/7/23
Chief Dev. Officer-cum-Executive Officer
✓ **Zilla Parishad, Jharsuguda.**

Memo No 492 Date 25.07.2023

Copy to BDO, Laikera and CDPO, Laikera for information and necessary action.

25/7/23
Chief Dev. Officer-cum-Executive Officer
✓ **Zilla Parishad, Jharsuguda.**

BLOCK LEVEL FEDERATION, LAIKERA
AT/PO/PS – LAIKERA, DISTRICT- JHARSUGUDA (ODISHA)
PIN CODE – 768215
(Currently Functioning at CDPO Office, Laikera)

Letter No.- 242 / Date – 14.07.2023

NOTICE FOR COMMUNITY SUPPORT STAFF

Block Level Federation, At/Po/Ps-Laikera, Dist-Jharsuguda Pin-768215 invites applications from eligible WSHG Female candidates for the following positions of Community Support Staff to be engaged in Laikera, Babuchhipidihi, Sahaspur, Khuntamal, Niktimal GPLFs under Laikera Block of Jharsuguda District in prescribed format. Candidates can download their applications forms at <http://jharsuguda.nic.in> for the following position with performance incentive details are given below.

Community Support Staff	CLF/GPLF	No of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs Per Month)
CRP-CM	No. of CLF	4	10th Pass	Rs 3000/-
Master Book Keeper(MBK)	No. of GPLF	1	12th/Intermediate/+2 Pass	Rs 6000/-
Bank Mitra	No. of Bank	1	12th/Intermediate/+2 Pass	Rs 6000/-

The CLF/GPLF wise vacancy details are attached below.

CLF/GPLF WISE VACANCY DETAILS FOR DIFFERENT POSITIONS UNDER BLF, LAIKERA						
Sl No	Name of the GPLF	MBK	Bank Mitra	CRP-CM		Remarks
				Name of the CLF/Village	Vacancy	
1	Niktimal	1	Nil	Nil	Nil	MBK-1
2	Laikera	Nil	Nil	Jay Guru CLF, Rengalbeda	1	CRP-CM - 1
3	Babuchhipidihi	Nil	Nil	Andharimunda CLF, Andharimunda	1	CRP-CM - 1
4	Khuntamal	Nil	Nil	Ghanteswari CLF, Khuntamal	1	CRP-CM - 1
5	Sahaspur	Nil	Nil	Jamidarpada CLF, Sahaspur	1	CRP-CM - 1
6	Saranglo & Kulemura	Nil	1 (PNB, Laikera)	Nil	Nil	Bank Mitra -1 (As per Service area of Bank)
Total		1	1		4	

Other Eligibility Criteria:

- Should be a women and an SHG member.
- Should be able to read and write Odia.
- Well conversed with local language/dialect.
- Age minimum 18 years as on the date of advertisement.
- Domicile: Residence of the same village/cluster in case of CRP-CM,same GP in case of MBK, GP/GPs coterminous with the service area of the concerned Bank for Bank Mitra.

Nayana Patel

Secretary

Block level federation

Secretary

Block federation,Laikera

Sita Naik

President

President

Block level federation,Laikera

Laikera

Memo No - 243

Date - 14.07.2023

Copy submitted to Block Development Officer, Laikera /Child Development Project Officer, Laikera for favour of kind information and necessary action.

Nayana Patel

Secretary

Block level federation

Secretary

Block federation,Laikera

Sita Naik

President

Block level federation

President

Block federation,Laikera

GENERAL TERMS & CONDITIONS

1. Application form and work description for each position are available at GPLF/BLF office. Candidate may download the Application Form and job profile from the website of Chief Development Officer-cum- Executive Officer,<http://jharsuguda.nic.in>.
2. Self-attested documents in support of identity, qualifications, experience, etc. as per the checklist have to be submitted along with application form at BLF Office within the timeline.
Original documents shall be produced as and when required.
3. The selection process will consist of short listing of candidates on basis of minimum eligibility criteria, academic qualifications, experience and other socio-economic cum special category.
4. The prescribed eligibility conditions viz. age, qualification and experience, etc. should have been acquired as on date of notice. Qualification should be from approved recognized institutions.

5. In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will be rejected at any stage of the selection process.
6. Applicants shall mention the correct and active mobile number and email-id in the application form.
7. CLF/ GPLF/ BLF have all the rights to cancel selection process at any level of selection process.
8. The candidate has no right to claim for permanent job with concerned CLF/ GPLF/ BLF/Government.
9. The last date of receipt of application is: 11.08.2023

Nayana Patel

Secretary

Block level federation

Secretary

Block federation, LaiKera

S. Jai Meek

President

Block level federation

President

Block federation, LaiKera

ANNEXURE-II APPLICATION FORM FOR COMMUNITY SUPPORT STAFF

Position applied for –

Name of the CLF: _____ **Name of the GPLF:** _____

Name of the Bank Branch (Bank Mitra): _____ **Name of the Block:** _____

A Personal Information		
1	Full Name of the Applicant	<i>Paste recent passport size colour photograph</i>
2	Sex	
3	Full Name of Father/ Husband	
4	Full Name of Mother	
5	Date of Birth (DD/MM/YYYY)	
6	Age as on date of issue of notice (in Completed Years)	
7	Social Category (Please tick valid option)	Gen (<input type="checkbox"/>) / SEBC (<input type="checkbox"/>) / SC (<input type="checkbox"/>) / ST (<input type="checkbox"/>) / Minority (<input type="checkbox"/>)
8	Economic Category (Please tick valid option)	Poor (<input type="checkbox"/>) / EPVG (<input type="checkbox"/>) / Ration Card holder (<input type="checkbox"/>) / BPL (<input type="checkbox"/>) / Annual Income less than Rs.60,000/- (<input type="checkbox"/>)
9	Special Category (Please tick valid option)	PWD (<input type="checkbox"/>) / Orphan (<input type="checkbox"/>) / PVTG (<input type="checkbox"/>)
10	Current Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin	
11	Permanent Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin	
12	Telephone/mobile Number (Mandatory)	
13	Alternate telephone/mobile Number (Optional)	
14	Email ID (optional)	

B. Educational Qualification (Self attested photocopy of Certificates & Mark sheets to be attached)	
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Sl. No.	Degree/Diploma/ Certificate Course/ Any other	Total Marks	Total Marks secured	% of marks secured	Institution / College/ School	University / Board	Year of Passing
1	10 th Class						
2	12 th / Intermediate/ +2						
3	Graduation (Specify)/ +3						
4	Post Graduate (Specify)						
	Any other qualification, ITI/additional degree, diploma/ degree/ certificate course. If Yes, mention below						
5							
6							
7							
8							

C. Experience (Self attested photocopy of experience certificates and relevant documents to be attached)							
Sl. No.	Area of Experience	Name and address of SHG/ CLF/ GPLF/Department/ Organization/ govt. recognized Institution associated with	PERIOD			Total Period (In Years/ Months)	Period
			From (MM/YYYY)	To (MM/YYYY)			
1							
2							
3							
4							

D.	Language Proficiency (Put Tick Mark √ in appropriate column)
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Sl. No.	Language	Read	Write	Speak
1	Odia			
2	Hindi			
3	English			
4	Any Other (Specify)			

Documents attached (refer to *Annexure-III* to know type of documents to be attached)

Sl No.	Name of Document attached	Sl No.	Name of Document attached
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	

Declaration

I do hereby, declare that information submitted by me is true to the best of my knowledge. I understand that, in case of false information, my candidature will be rejected at any given point of time and I am also liable for appropriate action.

Date

Place

Signature

Cut from Here

Acknowledgement

Application No: _____

I Ms/Smt..... acknowledge receipt of application of
Ms/Smt..... for the position of for
..... CLF GPLF.....
under..... BLF on date..... at

Full Name & Signature of receiver

With seal and stamp

ANNEXURE-III CHECKLIST OF DOCUMENTS TO BE SUBMITTED

Sl. No.	Parameter	Self-Attested Documents to be submitted
a.	b.	c.
1.	Address Proof	Resident Certificate/Aadhaar Card/ Voter ID/ Electricity/ Water Bill/ Ration Card
2.	Identity Proof	Aadhaar Card/Voter ID/PAN Card/ Driving License/ Ration Card with Photo
3.	Age Proof	Birth Certificate/ 10 th class certificate
4.	Educational Qualification	Mark sheet/ Board Certificate/ Diploma/Degree Certificate/ Post graduate certificate/ Any other qualification certificate from approved recognized institution
5.	SHG Member	Letter from President/Secretary of concerned SHG
6.	Social Category (SC/ST/Minority)	Caste Certificate
7.	Economic Category (Poor/EPVG (SECC 2011 Census data)	PIP Under OLM as per SECC-2011
8.	Ration card holder	Ration card issued by Competent Authority
9.	BPL	BPL card issued by Competent Authority
10.	Annual Income less than Rs. 60,000/	Income Certificate issued by Tahasildar
11.	Person with Disability	Disability Certificate from concerned government department
12.	Orphan	Orphan certificate from concerned Tahasildar (staying at home)/ DCPO (staying at child care institution)
13.	PVTG	Caste Certificate
14.	Community Cadre in intensive village/ GP under OLM	Letter from concerned CLF President/Secretary (in case of CRP-CM), GPLF President/Secretary in case of MBK, Bank Mitra, CRP-EP mentioning period for which candidate is/was engaged in intensive village/ GP under OLM
15.	CRP for mobilization round/ Senior CRP under OLM	Letter/ Certificate from BMMU/DMMU/SMMU, OLM mentioning the period of engagement