

OFFICE OF THE CHAIRMAN, DLSA, DHENKANAL

Dated, 15th day of November, 2018

Walk -In- Interview

Willing and eligible retired court/ Govt. Employees are required to attend Walk- In- Interview for engagement in the post of one Stenographer and one Head Clerk on contract basis on consolidated remuneration of Rs. 20,000/- /(Rupees Twenty Thousand) only per month and Rs. 25,000/- (Rupees Twenty Five Thousand) only per month respectively in the **District Legal Services Authority, Dhenkanal**, on Short-term Contract Basis for a period of One Year or till the posts are filled up on regular basis, which ever is earlier.

Date , Place and Time of Walk-In-Interview: Willing and eligible candidates may attend on 01.12.2018 at 3.00 P.M in the Civil Court Premises, Dhenkanal. The candidate(s) is/are required to remain present **before 1.00 PM** on the said date with the original and other requisite documents in the **ADR, Building near old S.P. office , Dhenkanal** for verification of documents for the purpose of interview.

N.B- For Format of Application, Eligibilities of the candidates, Age, List of Documents and other details may visit the link below.

<https://districts.ecourts.gov.in/dhenkanal> and www.dhenkanal.nic.in .

-Sd-

**Sri Taraprasad Rath
Chairman**

**District Legal Services
Recruitment Committee,Dhenkanal**

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Name of the Post	Vacancy	Remuneration
Stenographer	01	20,000/-
Head clerk	01	25,000/-

Age: The age of the Candidate should not be more than 64 years on the date of Walk-In- Interview for each category of above post.

Eligibilities: The Candidate must be a retired **COURT/ GOVERNMENT** employee.

List of Documents: The willing and eligible retired Court/ Govt. Employees are required to come with the prescribed application form annexed here with duly filled in with original testimonials, Self attested copies of Educational qualification ,Certificate in support of Age, Details of experience as per the annexure-1 of the prescribed Application and Copy of the retirement order from the office where last working/ PPO.

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-Sd-

**Sri Taraprasad Rath
Chairman**

**District Legal Services
Recruitment Committee,Dhenkanal**

Application for Engagement as Stenographer/Head Clerk on short-Term Contract basis in District Legal Services Authority,
Dhenkanal

(please tick mark(✓) for which post applied for)

Self attested
passport Size
Photograph

Name	
Father's/ Husbands Name	
I.Date of Birth
ii. Age as on the Date of Application-	
Address for correspondence	
Permanent Addresses	
Contact No.	
E-mail Id	
Educational Qualification	
Details of Experience	to be Attached in Separate sheet(Annexure-I)
Date of retirement and name of the office where the officer was last working, Enclose the copy of PPO	
Whether any disciplinary proceeding is pending ? If yes, give the details	

The information furnished above is true. I have carefully read the terms and conditions mentioned in Annexure-I and they are acceptable to me. I certify that I have not concealed any fact which I am bound to disclose.

Date :

Signature of the Applicant

LIST OF DOCUMENTS TO BE SUBMITTED ALONGWITH THE APPLICATION:

- Copy of self-attested H.S.C Examination Certificate or any equivalent certificates in support of date of birth.
- Two self- attested Passport size recent photographs (One is to be affixed in the application on the space provided)
- One Self-addressed envelopes affixing postal stamp of Rs. 5/- (five) .
- One declaration regarding marital status showing to have one spouse living, if married.
- Two Character Certificates issued by Gazetted Officer/ Medical Practitioner/ Sarpanch etc.

Sd/-
Chairman,
District Legal Services
Recruitment Committee, Dhenkanal

ANNEXURE-I

Period (Starting from the latest)	Name of Court/ Government Organization	Post Held at the time Of retirement	Description of Duties Performed

Name-

Full Signature-