



Tel.No./Fax No.-06646234499  
email id : ori-dbargarh@nic.in  
www.bargarh.nic.in

## DISTRICT RURAL DEVELOPMENT AGENCY: BARGARH

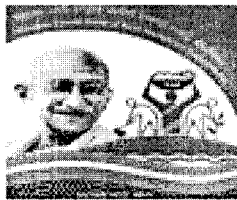
At/P.O./District-Bargarh-768028,Odisha  
MGNREGA CELL

Advertisement No.XXIII-5/2017- 1117 dated.20.09.2018

Applications in the prescribed format are invited from the intending candidates having the qualification as per the requisite eligibility criteria for engagement of Six numbers of Additional Programme Officers at Block level on contractual basis with consolidated remuneration of Rs16,500/- (Rupees Sixteen Thousand and Five Hundred) only per month. The details of eligibility criteria and application form are mentioned below. The post is purely temporary and for a specific propose of executing the work under MGNREGA and this is not a permanent job but may be renewed from time to time(annually) on the basis of performance, need other contingencies and directives as would be received from Government in Panchayati Raj & D.W.Department in this regard. A panel of selected candidates will be prepared for all Blocks of Bargarh District which will remain valid for one year from the date of final declaration of result.

Table-1 ELIGIBILITY CRITERIA

Category/ Level	Number of vacancy lies	Maximum age limits as on 01.04.2018	Monthly consolidated remuneration (Deductions as is applicable shall be made)	Essential Qualification
1	2	3	4	5
Additional Programme Officer( Block level)	Bargarh-1, Bhatli-1, Ambabhona-1, Barpali-1, Bijepur-1, Gaisilet-1	40 years	Rs16,500/- (Rupees Sixteen thousand five hundred only)	Master Degree in Sociology, Social work /Economics/Mass Communication/ MBA in Rural Management or 2 years PG Diploma Rural Management/Rural Development from any recognized University/Institution



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## **A.SUBMISSION OF APPLICATION:**

### **1. Format of Application Form:**

(a) The Candidate interested for applying for the posts advertised will have to fill up the application form by downloading the form from the web site [www.bargarh.nic.in](http://www.bargarh.nic.in)

(b) Application shall be submitted in the prescribed format & dully/completely filled in (USING CAPITAL LETTERS ONLY) with full signature of the Applicant at the appropriate place.

(c) A passport size (3.5cmX2.5cm) colour photograph should be affixed at the space specified for the same.

### **2. Documents to be submitted:**

Self-attested photocopies of all the following documents to be submitted along with the prescribed Application Form duly tagged (not stapled/pinned) in a sealed envelope superscribed with the words: "APPLICATION FORM FOR ENGAGEMENT AS ADDITIONAL PROGRAMME OFFICER".

- Application form in the prescribed format & dully filled in and signed by the Applicant.
- HSC mark sheet
- HSC certificate
- Graduation certificate
- Graduation mark sheet
- Essential Qualification certificate
- Essential Qualification mark sheet
- Computer Skill Certificate



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**3.(A.) DATELINE & MANNER OF SUBMISSION:**

All the intending Applicants should submit their Applications along with the enclosures in the manner stated above by Registered or Speed Post only so as to reach this Agency i.e. "Project Director, District Rural Development Agency, At-Subash Nagar,P.O./Dist-Bargarh, Pin Code-768028" on or before **15.05.2018** during the Office Hour. The Authority shall not be held responsible for any loss or postal delay. If the stipulated date is declared as holiday the next working day, shall be treated as the last date for the purpose. No application shall be received through any other manner like ordinary post or courier or by hand.

**(B.) Mode of Selection:**

1. All the Applications received by the due date and in the manner prescribed shall be assigned with an Index Number and Listed.
2. (a) The Applications found to be dully complete in all respect shall be categorized as "Valid Applications and a list thereof be prepared  
(b) Other applications categorized as "Rejected" shall also be listed out.  
(c ) Two separate lists as prepared with detailed entries shall be published in the District web site i.e. [www.bargarh.nic.in](http://www.bargarh.nic.in) for general awareness of all concerned.
3. Objections will be invited by hard copy addressing to Project Director, District Rural Development Agency, At-Subash Nagar,P.O./Dist-Bargarh, Pin Code-768028
4. Objections so received will be scrutinized and the valid objections will be incorporated in the database and a selection list of the candidates will be prepared.
5. The selection will be made as per prescribed procedure of Panchayati Raj & D.W.Department i.e. the following weight age shall be assigned against mark scored by candidates in respective examination.



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**Weightage:**

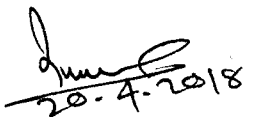
HSC	Graduation	Essential Qualification	Total Weightage
30%	30%	40%	100%

5. The list of shortlisted candidates shall be published in the District web site i.e. [www.bargarh.nic.in](http://www.bargarh.nic.in).

6. The shortlisted candidates shall be called for verification of original documents by the DRDA in one date which will be intimated by Registered Post as well as e-mail or over phone if any. In case of any misrepresentation /suppression of facts, non production of original documents for verification or resorting to any other kind of manipulations, the candidature of the applicant shall be rejected. The undersigned reserves the right to cancel or modify this advertisement without assigning any cause.

**(C).Engagement of Candidate at different Blocks:**

Based on the final merit list arrived at after proper scrutiny as mentioned above, Block will be allotted to the candidate by counseling at DRDA in the presence of Collector-cum-CEO,DRDA. The Block will issue appointment letter for the post of Additional Programme Officer on the same day to the candidate having weight age if he/she fulfils all other eligibility criteria. If the candidate having weight age fails to fulfill all the eligibility criteria or if he fails to turn up for verification of documents, the candidate having next highest weightage shall be considered for engagement. In case the selected candidate does not join or breaks the contract, then DRDA can use the merit list for engagement of the next candidate in the order of merit only from the merit list. The appointment letter will be signed by Block Development Officer for engagement of Additional Programme Officer. Block will enter into an agreement with the selected candidate for the post of Additional Programme Officer during the time of joining of the candidate.

  
20.4.2018

Project Director,  
DRDA, Bargarh



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**APPLICATION FORM FOR THE POST OF ADDITIONAL PROGRAMME  
OFFICER**

(APPLICATION SHOULD FILL UP IN CAPITAL LETTER)

1. NAME OF THE POST APPLIED FOR : \_\_\_\_\_  
\_\_\_\_\_
2. NAME OF THE CANDIDATE: \_\_\_\_\_  
\_\_\_\_\_
3. FATHER'S/HUSBAND'S NAME: \_\_\_\_\_  
\_\_\_\_\_

4. **PERMANENT ADDRESS:**

VILLAGE/TOWN: POST:  
BLOCK/CITY: VIA:  
POLICE STATION: DISTRICT:  
STATE: PIN CODE:

**PRESENT ADDRESS:**

VILLAGE/TOWN: POST:  
BLOCK/CITY: VIA:  
POLICE STATION: DISTRICT:  
STATE: PIN CODE:

CONTACT NUMBER: \_\_\_\_\_

E-mail ID(IF ANY): \_\_\_\_\_

5. **PERSONAL DETAIL:**

(i) GENDER: MALE/FEMALE/OTHER: \_\_\_\_\_ (ii) MARITAL  
STATUS: (MARRIED/UN-MARRIED): \_\_\_\_\_

(iii) DATE OF BIRTH: \_\_ \_\_ (DD) \_\_ \_\_ (MM) \_\_ \_\_ \_\_ (YYYY)

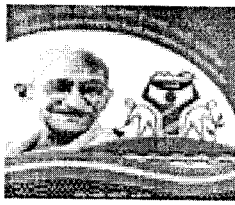
(ATTACH PROOF OF BIRTH CERTIFICATE)

(iv) AGE AS ON (01.04.2018): \_\_ YEARS \_\_ MONTH \_\_ DAYS

(v) NATIONALITY: \_\_\_\_\_

(vi) CASTE: \_\_\_\_\_

Affix  
passport  
size  
photograph



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6. **COMPUTER SKILL:**

NAME OF COMPUTER QUALIFICATION (IF ANY) \_\_\_\_\_

MS WORD(HIGH/MEDIUM/LOW LEVEL): \_\_\_\_\_

MS EXCEL(HIGH/MEDIUM/LOW LEVEL): \_\_\_\_\_

POWER POINT(HIGH/MEDIUM/LOW LEVEL): \_\_\_\_\_

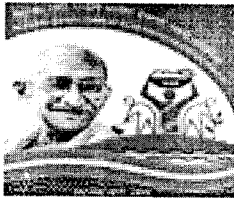
INTERNET(HIGH/MEDIUM/LOW LEVEL): \_\_\_\_\_

7. **QUALIFICATION DETAILS:**

NAME OF THE EXAMINATION	NAME OF DEGREE/ DIPLOMA WITH SPECIFICATION	BOARD/ UNIVERSITY	YEAR OF PASSING	TOTAL MARKS( EXCLUDING 4 <sup>TH</sup> OPTIONAL MARK)	MARKS SECURED( EXCLUDING 4 <sup>TH</sup> OPTIONAL MARK)	% OF MARKS
HSC						
GRADUATION						
ESSENTIAL QUALIFICATION( DETAILS VIDE COL-5 OF TABLE-1)						

8. **CHECK MEMO OF ENCLOSURES:** ATTACH SELF ATTESTED LEGIBLE PHOTO COPIES OF THE FOLLOWING DOCUMENTS.

SL.NO.	DOCUMENTS ATTACHED WITH THE APPLICATION FORM	ATTACHED(YES/NO)
1	HSC CERTIFICATE	
2	HSC MARK SHEET	
3	GRADUATION CERTIFICATE	
4	GRADUATION MARK SHEET	
5	ESSENTIAL QUALIFICATION CERTIFICATE	
6	ESSENTIAL QUALIFICATION MARK SHEET	
7	COMPUTER SKILL CERTIFICATE	



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**DECLARATION:**

I Shri /Ms /..... ..S/o/D/o/W/o.....  
.....resident of Village.....Police Station...  
.....District... DO HEREBY DECLARE THAT THE INFORMATION  
FURNISHED ABOVE ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I  
WILL BE LIABLE FOR ANY FALSE INFORMATION AND MISREPRESENTATION OF  
FACTS IN FUTURE.

PLACE:

DATE:

SIGNATURE OF THE CANDIDATE