

**GOVERNMENT OF ODISHA**  
**INFORMATION & PUBLIC RELATIONS DEPARTMENT**  
**Loka Sampark Bhawan, Bhubaneswar- 751001**


**ADVERTISEMENT**

Applications are invited from interested retired Govt. Servants, below the age of 65 years, having good service records and physical fitness with experience and expertise in planning and co-ordination of different programmes of Government involving video coverage and recording of sound, editing of the Video Clips, Preparation of News Clips, Preparation of documentaries and etc. for engagement as Officer on Special Duty (One post) on contractual basis for a period 1(One) year or till the vacant post of Assistant Programme Co-ordinator in the Department is regularly filled up, whichever is earlier following the terms and conditions laid down in Resolution No. 23750 dated 27.08.2014 of General Administration Department. On engagement, he/she will be entitled to get consolidated monthly remuneration as per Para-3 of Finance Department Office Memorandum No. 7022 dated 17.03.2018.

Eligible and interested candidates may submit their applications in the prescribed proforma with copies of testimonials in support of their service records by registered post/ speed post/ by hand superscribing "**Application for engagement as OSD**" so as to reach the Joint Secretary to Govt., I & P R Department, Loka Samparka Bhawan, Bhubaneswar-751001 by **11.04.2022**.

The details of advertisement along with prescribed proforma of application can be downloaded from I & P R Department website (<https://inpr.odisha.gov.in>).

By order of the Principal Secretary

  
Joint Secretary to Govt.

**PROFORMA**  
**Application for engagement as Officer on Special Duty (OSD) on contractual basis in I & P R Department**

1. Name of the Applicant:

2. Father/ Husband's Name:

3. Date of Birth:

4. Date of Superannuation:

5. Post holding at the time of retirement:

6. Last basic pay drawing at the time of Retirement along with Pay Level:

(Supporting document to be enclosed)

7. Whether physically fit for the service: (Yes/No)

8. Whether any departmental proceedings or criminal cases are contemplated/pending against him/her or have been penalized for misconduct during the period of preceding five years of service: (Yes/ No)

9. Permanent Address:

10. Present Communication Address:

11. Contact Number:

12. E-mail Id:

13. Details of Service History and work assigned (An additional Sheet of Paper may be used and supporting documents be enclosed):

The information stated above are true to the best of my knowledge and belief.

Affix one Passport  
Size recent  
Photograph

Signature of the Applicant