

DISTRICT OFFICE, PURI  
ESTABLISHMENT SECTION  
NO. 3621 /BBE. 18.12.11

**ADVERTISEMENT**

Applications are invited from the eligible candidates in the prescribed Form for the following post of (1)Revenue Inspector in the scale of Pay of Rs.9300-34800/- with Grade pay of Rs.4200/- and other allowances as admissible,(2) Asst.Revenue Inspector in the scale of pay of Rs.5200-20200/- with Grade pay of Rs.1900/- and other allowances as admissible,(3) Amin in the scale of pay of Rs.5200-20200/- with Grade pay of Rs.1800/- and other allowances as admissible for Puri District Office and its Sub-ordinate Offices. The Applications should reach the undersigned on or before **31.1.2012** by **Registered Post/Speed Post**. Incomplete/defective applications and applications received beyond the due date will not be taken into consideration. No candidate shall apply for more than one post. **They are required to specify the post for which applied for on the top of the envelop superscribed"Application for the post of R.I/Asst.R.I & Amin" while submitting the Application Form.** The candidate has to first qualify the physical fitness test and thereafter a competitive examination be held after screening of qualified candidates in accordance with the Odisha District Revenue Service(Method of Recruitment and conditions of Service) Rules'1983 as amended by Amendment Rules,2011. Two separate merit lists will be prepared, one for the post of Revenue Inspector and another for the posts of Asst.Revenue Inspector & Amin. These posts are sanctioned by the Government in Revenue & Disaster Management Department Letter No.49393/R&DM., dt.1.12.2011.

Sl.No.	P O S T s	Nos. of v a c a n c i e s with category								
		S.T(M)	S.T(W)	S.C(M)	S.C(W)	SEBC(M)	SEBC(W)	U/R(M)	U/R(W)	TOTAL
1	Revenue Inspector	17	08	03	02	10	05	-	-	45
2	Asst.Revenue Inspector(ARI)	12	06	07	04	07	03	09	05	53
3	Amin	07	04	05	03	03	02	08	04	36

Reservation of Women, Ex-Servicemen and Orthopaedically handicapped candidates if they have ability for walking, cycling and writing is to be strictly followed as per policy of Govt. at the time of selection.

The competent Authority has right to cancel the recruitment without assigning any reasons there of. Inclusion in the merit list confirms no right to appointment.

1. **ELIGIBILITY OF THE CANDIDATES TO APPLY FOR THE POST:-**

He/she

- (a) must be a citizen of India .
- (b) must have registered his/her name in the Employment Exchange.
- © must be of Good Character.
- (d) must be over 20 years not more than 32 years of age as on 1.1.2011. The upper age limit shall be relaxed by 5 years in case of S.C/S.T/SEBC & Woman Candidates and up to 5 years in case of candidates having actual work-experience in Settlement/Consolidation.

- (e). must have passed a Bachelor Degree Examination in Arts/Science/ Commerce including Bachelor in Business Administration or Bachelor in Computer Application or equivalent there to from a recognized University and must possess knowledge in Computer operation in case of Revenue Inspector and must have passed a Higher Secondary Examination (10+2) conducted by the Council of Higher Secondary Education, Odisha or equivalent there to from a recognized Board and must possess knowledge in Computer Operation in case of Amin and Asst. Revenue Inspector.
- (f) must not be having more than one spouse living.
- (g) must be able to speak, read and write Odia and must have passed the H.S.C. Examination or equivalent Examination through the Odia medium.
- (h) must be of sound health, good physique and active habits and free from organic defects, Physical and mental infirmity and must qualify in the test of Physical fitness as per rule.
- (i) must be not less than 160cm. (155 cm in case of candidates belonging to S.C/S.T) in height and 80 cm round the chest and for woman 150 cm (145 cm in case of SC/ST) in height.
- (j) must be knowing Cycling and Swimming.
- (k) Candidates qualify in the physical test shall be eligible for consideration of Screening as stated below to appear in the written test comprising the following papers.
- |       |   |            |
|-------|---|------------|
| (i)   | General Awareness (for Revenue Inspector Only)- | 100 marks. |
| (ii)  | Arithmetic-                                     | 100 marks. |
| (iii) | Computer (Written Test)                         | 50 marks.  |
| (iv)  | Computer (Practical Test)                       | 50 marks.  |
| (v)   | Handwriting in Odia                             | 50 marks.  |

(l). The Candidates shall furnish the application with self attested copies of all relevant certificates and mark sheets of all educational qualifications, Caste Certificate in case of S.C/S.T. & SEBC, Valid Residence Certificate, Certificate of work experience in Settlement or Consolidation Organization granted by Settlement Officer or Deputy Director, Consolidation and All India trade test in survey or trade conducted by the National Council for vocational training if any. He/she shall also furnish a Character certificate from the Head of the Institution last studied.

(m) must submit:-

- (i) Bank Draft for Rs.75/- (Rupees Seventy five) only towards Examination fees where applicable.
- (ii) Two self addressed envelopes 15''X25'' with postage stamp of Rs.25/- each for Regd. post.

(n) Candidates applying for the posts of Amin & Asst. Revenue Inspector will also indicate their first and second preference for these posts in the application failing which it will be deemed that their first preference is for the post of Amin.

(o) The Candidate shall furnish the original certificates at the time of test, failing which he/she shall be liable to be disqualified.

(p) The application shall be scrutinized to determine the eligibility and to make a screening of the candidate on the basis of the percentage of marks obtained in the Bachelor Degree Examination, Higher Secondary Examination and High School Certificate Examination giving equal weightage in case of R.I. and percentage of marks obtained in High School Certificate Examination and Higher Secondary Examination giving equal weightage in case of

Asst.R.I and Amin. Candidates three times the combined number of vacancies of R.I., Asst.R.I. Amin shall ordinarily be called upon to appear in the Recruitment Test.

No application except the candidates belonging to S.C/S.T. shall be considered unless it is accompanied by a **Bank Draft for Rs.75/-(Rupees Seventy five) only** drawn in any Nationalised Bank in favour of the "**Nizarat Officer, Collectorate, Puri payable at S.B.I.Puri**". No claim for refund of fee shall be entertained in any case.

**Note:-**The detailed information shall be available in the District Web site "[www.puri.nic.in](http://www.puri.nic.in)"

  
COLLECTOR, PURI.

**APPLICATION FORM FOR THE POST OF R.I/ASST.R.I & AMIN**

1. Name of the Candidate(in Block letters):-

2. Male/Female :-

3. Father's/Husband's name :-

4. Post applied for :-

5. Candidate applying for the post of A.R.I./Amin should indicate and state their 1<sup>st</sup> & 2<sup>nd</sup> preference :- (1)  
(2)

6. Permanent address :-

6. Present address :-

7. Nationality :-

8. Date of birth as recorded in the HSC Examination Certificate :-

9. Age as on 01.01.2011 :- Year \_\_\_\_\_ Month \_\_\_\_\_ Days \_\_\_\_\_.

(Copy of HSC Examination to be submitted)

10. Educational Qualification:-

Sl.No	Examination Passed.	Name of the Board/ University.	Total marks	Marks Secured	Percentage of marks.	Remarks
1	2	3	4	5	6	7

11. Category belongs to(ST/SC/SEBC) :-

12. Married/Unmarried :-

13. State whether Women/Ex-serviceman /Orthopaedically handicapped:-

14. Employment Exchange Registration No. and name of the Employment Exchange:-

15. Bank Draft No. & date (if any) with name of the Issuing Branch :-

16. Working experience if any :-

**DECLARATION**

I, do hereby declare that the information furnished above is true to the best of my knowledge and belief. In the event of any information given is found incorrect at any stage, my candidature/selection/appointment shall be liable to be cancelled without any notice to me.

Place  
Date.

Signature of the applicant.

*Space for two Recent Pass port size Photographs duly attested & with full signature of the candidate on the front side.*