

**Office of the Collector & District Magistrate, Khordha  
(Establishment Section)**

**ADVERTISEMENT**

No. 5252/Estt. Dt. 5.6.13

Applications in the prescribed format are invited from eligible candidates for filling of following categories of Revenue Filled Staff posts in Khordha District under the administrative control of the Collector, Khordha in the Pay Band with grade pay mentioned against each post and other allowances as admissible to the State Government employees from time to time. A written examination for the post of RI, ARI & Amin will be conducted. The category wise vacancies are furnished below:

| Sl No. | Name of the Post            | Pay Band & Grade Pay (in Rs.)             | Total Vacancies | Total Vacancies |        |    |        |      |          |    |        |
|--------|-----------------------------|---|-----------------|-----------------|--------|----|--------|------|----------|----|--------|
|        |                             |   |                 | SC              |        | ST |        | SEBC |          | UR |        |
|        |                             |   |                 | SC              | SC (W) | ST | ST (W) | SEBC | SEBC (W) | UR | UR (W) |
| 1      | Revenue Inspector           | Rs. 9300/-<br>34,800<br>Gr. Pay 4200/-    | 22              | 4               | 2      | 3  | 2      | -    | -        | 7  | 4      |
| 2      | Assistant Revenue Inspector | Rs. 5200/-<br>20,200<br>/- Gr. Pay 1900/- | 8               | 1               | -      | 2  | -      | -    | -        | 3  | 2      |
| 3      | Amin                        | Rs. 5200/-<br>20,200<br>/- Gr. Pay 1800/- | 3               | 1               | -      | -  | -      | -    | -        | 1  | 1      |

**N.B :**

1. The authority reserves the right to modify/cancel the advertisement without assigning any reason thereof.
  2. The above vacancy position is tentative and it may increase or decrease as per actual requirement.
  3. The vacancies meant for women candidates in all categories would be filled up by the male candidates, if suitable candidates do not qualify or are not available.
  4. The reservation for physically handicapped, sports person and Ex-Service man is to be followed as per G.O 25384/Gen.,dtd. 20.09.2005 at the time of selection.
1. Eligibility criteria:
- a. He/She must be a citizen of India.
  - b. He/She must be permanent resident of Khordha District.
  - c. He/She must be below 32 years & over 20 years of age as on. 1<sup>st</sup> Day of January-2013. The upper age limit shall be relaxed by 5 years in case of SC, ST, SEBC and Women Candidates.
  - d. Revenue Inspector: He/She must have passed a Bachelor Degree Examination in Arts, Science & Commerce including Bachelor in Business Administration and Bachelor in Computer Application or equivalent thereto from a recognized University and must possess knowledge in Computer Operation.



- e. He/She must be of good character and shall furnish a character certificate from the Head of the Institution in which He /She last studied or any Gazetted Officer.
  - f. He/She must not be having more than one spouse living.
  - g. He/She must be able to Speak, Read & Write Odiya & must have passed the High School Certificate Examination or an equivalent examination through Odiya medium.
  - h. He/She 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 follows:  
In order to qualify in the test of physical fitness, candidate-
    - a. Must not be less than 160 centimeters in case of UR & SEBC category and 155 Centimeters in case of ST & SC category in height and 80 centimeters round the chest in case of male candidates.
    - b. Must not be less than 145 centimeters in height in case of female candidates.
    - c. Must be knowing Cycling and Swimming.
  - i. He/She must have registered his/her name in any Employment Exchange in Khordha District before the date of submission of application.
2. (a) The candidate shall furnish application with self attested copies of all relevant certificate and mark sheet including those relating to minimum Educational Qualifications, Caste Certificate in case of SC, ST & OBC, 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 Surveyor Trade conducted by National Council for Vocational Training if any.
- (b) The candidates shall furnish Original Certificates at the time of tests, failing which he/she will be liable for disqualification.
- (c) (i) The candidates applying for the post of Amin and Assistance Revenue Inspector both 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 .
- (ii) The application shall be scrutinized to determine the eligibility and to make a screening of the candidates on the basis of percentages of marks obtained in High School Examination (Class ten) and percentage of marks obtained in Higher Secondary Examination (Plus2) and graduation in case of R.I. giving equal weightage
- (iii) Candidate who qualify in the test of physical fitness shall be eligible to appear in the written test comprising the following papers namely:
- |                              |   |           |
|------------------------------|---|-----------|
| (a) General Awareness        | - | 100 Marks |
| (for Revenue Inspector only) |   |           |
| (b) Arithmetic               | - | 100 Marks |
| (c) Computer Written Test    | - | 50 Marks  |
| (d) Computer Practical Test  | - | 50 Marks  |
| (e) Handwriting in Odiya     | - | 50 Marks  |
3. No application except the candidates belonging to SC/ST category shall be considered unless accompanied by the Examination Fees in shape of A/c Payee Bank Drafts amounting to Rs. 100/- (Rupees Hundred) only for the post of RI, ARI, Amin in favour of **Collector, Khordha** payable at SBI, Khordha. The candidates belonging to SC/ST are exempted from paying the examination fees.
4. **HOW TO APPLY:**  
The complete application in the prescribed format duly filled in by the applicant his/her own hand writing in block capital letter in Blue/Black Ball point pen along with the required documents shall be submitted in an envelope super scribed "Application for the post of \_\_\_\_\_(Write Revenue Inspector/Assistant Revenue Inspector/Amin) category : \_\_\_\_\_" in the address of the **Collector, Khordha-752055** through Registered/Speed Post only. Submission of application in any other mode will be out rightly rejected. **Application should reach on or before 8.7.13 up to 5 P.M . The candidate shall submit separate application form for RI and ARI/Amin.** The application received beyond the date and time shall not be taken into consideration and the authority is not responsible for any postal delay.