



**OFFICE OF THE DEAN & PRINCIPAL,  
MAHARAJA KRISHNA CHANDRA GAJAPATI MEDICAL COLLEGE,  
BRAHMAPUR-760 004, GANJAM, ODISHA.**

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Tel. 0680-2292746, FAX: 0680-2292809 // E-mail: mkcgmcbam@gmail.com // Website: www.mkcgmch.org

**ADVERTISEMENT FOR ENGAGEMENT OF RETIRED WILLING GOVERNMENT SERVANTS  
OF MINISTERIAL STAFF AS OSD FOR THE ESTABLISHMENT OF DEAN & PRINCIPAL,  
MKCG MEDICAL COLLEGE, BERHAMPUR**

Applications are invited from the willing retired Government Servants in enclosed format (Application Form) for engagement of 10 numbers or retired ministerial staff as OSD against regular vacancy of contractual basis for the period of one year or till the vacancies are filled up, whichever is earlier with following conditions & eligibility.

1. The engagement shall remain valid for one year of the vacancies in the rank of base level posts (Jr. assistants) or the posts are filled up by regular recruitment whichever is earlier and can be extended for subsequent period with spell of one year each subject to satisfactory performance up to a total period of four years not beyond the age of 65 years.
2. The selection procedure will be governed by the procedure and Rules laid down in G.A Department Resolution No.23750/Gen dt.27-08-2014.
3. Re-employment officer shall be governed by the provisions of Government Servant's Conduct Rules 1957 and shall be liable to be proceeded against for their misconduct, omissions and commissions as per the provisions under Odisha Pension Rules 1992.
4. Monthly remuneration of engaged officers shall be fixed as per the Finance Department Office Memorandum No.24533/F dt.29-09-2022.
5. Officers who have retired from Government Service on attaining the age of superannuation and not beyond the age of 65 (Sixty five) years having good service records and physically fit shall be eligible to be consider for engagement. In any case the candidate should have minimum of one year of time left while computing 65 years of age to be eligible for engagement as on the last date of application.
6. Officers against whom departmental proceedings / Criminal Cases / Vigilance cases are contemplated / pending or who have been penalized for misconduct during the period of preceding five years will not be eligible for consideration.
7. The performance of the officers is to be reviewed periodically and documented at least once in a quarter.
8. On review of their performance, if their performance is found unsatisfactory, their engagement will be terminated without giving any reason thereof within the contract period and the decision of the appointing authority i.e. Dean & Principal, MKCG Medical College, Berhampur by giving one month notice to the concerned engaged employee. On the contrary if any re-employed office desires to resign he shall do so by giving one month written notice to the competent authority.
9. Officers applied for ministerial post (OSD) should have operational computer knowledge.
10. Eligible willing candidates who are interested to be engaged for above said posts shall apply to the office of the Dean & Principal, MKCG Medical College, Berhampur, Ganjam, Odisha, Pin-760004 in the given format by Registered Post / Speed Post only which should reach this office on or before 23-02-2024 by 5.30 PM. Further the envelope containing the application form should be super scribed as APPLICATION FOR THE POST OF OSD in block capital letters failing which it will be rejected.
11. Application received in any other mode and after due date will not be accepted. Also the incomplete forms in any respect will not be considered.
12. The shortlisted candidates are required to appear for an interview before the Selection Committee for engagement as OSD in the establishment of the Dean & Principal, MKCG Medical College, Berhampur.
13. The undersigned reserves the right to reject any or all the applications and modify / cancel the advertisement without assigning any reason thereof.

  
**Dean & Principal**  
M.K.C.G. Medical College  
Berhampur

**APPLICATION FORM FOR ENGAGEMENT OF RETIRED WILLING GOVERNMENT  
SERVANTS OF MINISTERIAL STAFF AS OSD FOR THE ESTABLISHMENT OF DEAN &  
PRINCIPAL, MKCG MEDICAL COLLEGE, BERHAMPUR**

Applied for the post of \_\_\_\_\_

01	Name of the Applicant	:		Passport size Photograph to be attached here
02	Father's / Husband Name	:		
03	Date of Birth	:		
04	Designation of the post last held with name of office	:		
05	Date of Retirement	:		
06	Permanent Address	:		
07	Address for Correspondence	:		
08	Mobile Number (with whatsapp)	:		
09	Educational Qualification	:		
10	Operational Computer Knowledge for the post of Ministerial Staff (OSD)	:		
11	PPO No. (Copy to be attached)	:		
12	Aadhar Number (Copy to be attached)	:		
13	History of Service (Details to be attached)	:		
15	Whether physically fit to discharge Government Duties (Submit the Physical fitness certificate from competent authority)	:		
16	Whether any vigilance case / Departmental Proceeding / Criminal prosecution is contemplated / pending against him	:		
17	Whether penalized for misconduct during period of last 5 years from the date of retirement from Govt. Service	:		
18	Whether member of any political party after retirement	:		
19	Mobile No & E-mail ID	:		
20	Any other relevant information	:		

**DECLARATION**

Certified that the information as furnished above are correct and true to the best of my knowledge above belief. I do, hereby undertake that if any information detected as false in future. I will be liable for any action as deemed proper against me.

**Signature of the applicant**