

GOVERNMENT OF ORISSA
FINANCE DEPARTMENT

Memo No.OE.59/2009. 12964 (40)/F., Dt. 25/3/2010

To

All Departments of Government.

Sub: Filling up of the post of Assistant Law Officer in the Finance Department by way of selection.

The undersigned is directed to say that one post of Assistant Law Officer carrying the scale of pay of Rs.9300-34,800/- + G.P. Rs.4200/- (P.B.-2) is vacant in the Finance Department with effect from 1.3.2009 which is required to be filled up by way of selection from among the Assistant Section Officers (erstwhile Sr.Assts.) of the Departments of Government on the following terms and conditions.

(i) The candidate must have completed at least five years of continuous service in any Department of Government carrying pre-revised scale of pay of Rs.4750-125-7500/- (revised scale of pay of Rs.9300-34,800/- with Grade Pay of Rs.4200/-) having LL.B. qualification. He must have at least three years of experience with Legislative and Tax related matters.

(ii) He/She must be of outstanding merit and ability as recorded in his confidential character rolls (CCRs) for the preceding five years i.e. 2004-2005 to 2008-2009.

(iii) He/she must not have been punished under the provisions of the Orissa Civil Services (C.C.& A.) Rules, 1962 nor any C.B.I./Vigilance Case/ Departmental proceedings etc. is pending against him/her.

The list of eligible candidates shall be placed before the selection Committee alongwith C.C.Rs of five years and other service records to conduct the viva-voce test to prepare the list of successful candidates on the basis of merit and suitability.

.....2/-

It is, therefore, requested that the names of the willing Assistant Section Officers having the above qualifications/eligibility may be recommended alongwith attested photo copies of the CCRs for the period from 2004-2005 to 2008-2009 alongwith the service particulars of the candidates in the enclosed proforma to this Department by 15.04.2010.

The recommendations/applications received after the stipulated date shall not be taken into consideration.

Sle 25/3/10
Under Secretary to Government.

Memo No. 12965 (60) /F., Dt. 25/3/2010

Copy alongwith its enclosure forwarded to all Sections, Finance Department for information and necessary action.

All Section Officers/Desk Officers are requested to bring this to the notice of all Assistant Section Officers working under them to furnish their willingness in O.E-I Section by 15.04.2010.

Sle 25/3/10
Under Secretary to Government.

Pro forma

Service Particulars of Candidates Recommended for the post of Assistant Law Officer

1. Name in full
2. Designation
3. Permanent Home Address
4. Date of Birth
5. Age as on 01.04.2009
6. Whether SC or ST
7. Educational Qualification
8. Date of appointment in present post
9. Length of service in the present post as on 01.04.2009
10. Present scale of pay
11. Present basic pay
12. Whether confirmed in the present post or not, if so, the date of confirmation with letter No. & date
13. Period of CCR furnished (preceding 5 years)
14. Whether complete CCRs in proper sequence have been furnished and gap/omission, if any, the NRC be furnished.
15. Attested copies of educational certificates/mark sheets from H.S.C. and onwards.

I do hereby certify that the particulars furnished in item No. 1 to 15 above are correct to the best of my knowledge.

Recommending Authority with Seal