



J.B.
Please see
Appar
11-11-2021

ଓଡ଼ିଶା ସରକାର
ପଞ୍ଚାୟତ୍ତରାଜ ଓ ପାନୀୟଜଳ ବିଭାଗ
Government of Odisha
Panchayati Raj & D.W Department

ଓଡ଼ିଶା ଲୋକସେବା ଭବନ
ସଚିବାଳୟ ମାର୍ଗ, ଭୁବନେଶ୍ୱର-୭୫୧୦୦୧
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No.PR-NREG-SOCIETY-0010-2021 19484 Date 11/11/2021

ADVERTISEMENT

Panchayati Raj Department Govt. of Odisha invites applications from eligible candidates for recruitment to one post of Director in Odisha Society for Social Audit, Accountability and Transparency (OSSAAT) on a contractual basis. The post is purely temporary. The minimum tenure of the Director, OSSAAT shall be three years and with the approval of the Governing Body of OSSAAT, the services of Director, OSSAAT can be extended up to the maximum tenure of 5 years or 65 years age whichever is earlier. The incumbent will not be eligible for the post of Director, OSSAAT again.

Eligibility Criteria:-

- I. **Qualification:-** He/ She must have completed Post Graduation in any field.
- II. **Experience:-** He/ She shall have experience of at least 2 years in the fields of Social Audit.
- III. **Age:-** The maximum age at the time of recruitment shall not be more than 62 years.
- IV. **Remuneration:-** Rs. 78,800/- per month (Fixed)

Procedure of Selection:-

- I. A suitable candidate from the applicants shall be selected by a Selection Committee constituted under the prescribed provisions.
- II. The following norms shall be followed for shortlisting candidates who will submit their applications:-

Criteria/ Norms	Weightage (%)
Educational Qualification	10
Experience of conducting Social Audit which shall include:- i. Details of Social Audit the candidate conducted ii. Evaluation of Social Audit reports submitted by the candidate with respect to complying with provisions of the Audit of Scheme Rules 2011 iii. Familiarity with local context	50



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[Signature]
11/11/2021

Personal Interview	20
Written Evaluation	20

Responsibilities of the Director:-

- I. To be answerable to the Governing Body as per the norms of the SA society.
- II. To manage the day-to-day functioning of society.
- III. Ensure that social audits undertaken by the SAU are in compliance with the Audit of the Scheme Rules and in compliance with a calendar of social audits jointly approved by the State PR Department and the SAU.
- IV. Design and development of all programmatic guidelines with respect to recruitment. Process of social audit, Governance structure, Capacity building and training, financial rules etc for the operation of the SAU.
- V. To ensure that all policy level decisions related to Society are implemented.
- VI. Undertake all activities necessary to fulfill the objective and vision of the Society.
- VII. Recruit staff, award consulting contracts and incur necessary expenditures to manage the day-to-day affairs in compliance with HR Norms.
- VIII. Convene Governing Body and Executive Committee meeting at stipulated intervals, maintain all records, minutes and registers of functioning of the SAU.
- IX. Anchor all interactions with and communication with the department implementing the MGNREGA.
- X. Ensure transparency in the functioning and expenditure of the SAU.
- XI. Ensure that the website of the SAU is maintained on an online basis.
- XII. Take disciplinary action over staff as per contract rules.

Interested persons may submit their application in the prescribed application format **(Annexure-I)** with detailed testimonial/ credentials. The engagement will be done on the recommendation of Selection Committee after observing the required formalities.

Application found incomplete in any respect shall be rejected. Date of examination and interview will be communicated and all documents in original should be produced at the time of Interview. No TA/ DA will be entertained to applicants for attending the interview.

Application should reach the office of the undersigned by **Regd. Post/ Speed Post / Hand** latest by **23.11.2021 before 5.30 PM.**



Director, Special Projects,

PR & DW Department, MGNREGS Society Building,

SIRD Campus, Bhubaneswar

APPLICATION FORM FOR THE POST OF DIRECTOR, OSSAAT

PERSONAL DETAILS:

1. NAME:
2. FATHER'S NAME:
3. MOTHER'S NAME:
4. HUSBAND'S NAME:

(In case of married female applicant)

5. NATIONALITY
6. RELIGION
7. GENDER
8. DATE OF BIRTH
9. EDUCATION

Examination	Stream	Board/ University	Year of Passing	Division	Percentage

10. EXPERIENCE:

Sl. No.	Details of experience	Total no. of years of experience

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11. ADDRESS:

Permanent Address:	Present Address:
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12. Reasons of suitability for the Post:-

DECLARATION

I hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is proved false/ not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn.

Place.....

Date

Full Signature of the Candidate

Memo No. 19485, Date 11/11/2021

1. Joint Secretary (MGNREGA), MoRD, Government of India, Krishi Bhawan, New Delhi for information and necessary action.
2. OSD to Principal Secretary to Govt., PR & DW Department for kind information of Principal Secretary.
3. Additional Secretary to Govt. (e-Governance), PR & DW Department for information and web hosting of the advertisement in the website of PR & DW Department.


Additional Secretary to Government