

RAM RAHIM MISSION SHAKTI BLOCK LEVEL FEDERATION OFFICE

KHORDHA BLOCK

LETTER NO. 01

DATE:- 22/05/2023

Ram Rahim Mission Shakti, Block Level Federation Office, Khordha Block invites application/s from candidates for the following positions of Community Support Staff for **GPLF** of

(1) PUBUSAHI GPLF

Community Support Staff	CLF/GPLF	NO. of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Shaktidhara CLF	01	10 th Pass	Rs. 3000/-

(2) DHAULIMUHAN GPLF

Community Support Staff	CLF/GPLF	NO. of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month -)
CRP-CM	Jagganthpur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Kalika CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Durgaprasad CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Barahara Patana CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Baghei CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Madhupur CLF	01	10 th Pass	Rs. 3000/-
Master Book Keeper (MBK)	Dhaulimuhan GPLF	01	12 th /Intermediate/ +2 Pass	Rs. 6000/-

(3) NALIPADA-ARJUNPUR GPLF

Community Support Staff	CLF/GPLF	NO. of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Taratua Muslim Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Taratua Paika Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Taratua Harijan Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Taratua Adibasi Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Saradhapur Muslim Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Saradhapur Harijan Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Jakara CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Patapur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Haladipada CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Arjunpur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Arjunpur Adibasi Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Jaguleipatana CLF	01	10 th Pass	Rs. 3000/-
Master Book Keeper (MBK)	Nalipada Arjunpur GPLF	01	12 th /Intermediate/ +2 Pass	Rs. 6000/-

(4) TANGIAPADA GPLF

Community Support Staff	CLF/GPLF	NO.of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Paikatigiria Bada odia Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Aranga Behera sahi CLF	01	10 th Pass	Rs. 3000/-

(5) GOLABAI SASAN GPLF

Community Support Staff	CLF/GPLF	NO.of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Kaya CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Chandrama Patapur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Gadisahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Tala Gunthuni CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Upara Gunthuni CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Khamara Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Patana sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Tudanga Sahi CLF	01	10 th Pass	Rs. 3000/-
Master Book Keeper (MBK)	Golabai Sasana GPLF	01	12 th /Intermediate/ +2 Pass	Rs.6000/-
Bank Mitra	Golabai Sasana GPLF	01	12 th /Intermediate/ +2 Pass	Rs.6000/-

(6) JANKIA GPLF

Community Support Staff	CLF/GPLF	NO.of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Baligadia CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Mundaamba CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Jankia CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Jankia Nuagaon CLF	01	10 th Pass	Rs. 3000/-
Master Book Keeper (MBK)	Jankia GPLF	01	12 th /Intermediate/ +2 Pass	Rs.6000/-
Bank Mitra	Jankia GPLF	01	12 th /Intermediate/ +2 Pass	Rs.6000/-

(7) KAIPADAR GPLF

Community Support Staff	CLF/GPLF	NO.of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Kaipadar Malisahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Muslim Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Jay Jagganath CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Madhapur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Deulitangi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Deulitangi Adarsha CLF	01	10 th Pass	Rs. 3000/-

(8) NANDAPUR GPLF

Community Support Staff	CLF/GPLF	NO.of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Nandapur Upara sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Namndapur Tala sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Chhatipur Upara Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Chhatipur Tala Sahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Chhatrama CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Durgapur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Mahatpalla CLF	01	10 th Pass	Rs. 3000/-
Master Book Keeper (MBK)	Nandapur GPLF	01	12 th /Intermediate/ +2 Pass	Rs.6000/-

(9) NIJIGARH TAPANGA GPLF

Community Support Staff	CLF/GPLF	NO.of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Narishakti CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Anda CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Majhisahi CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Haripur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Banamalipur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Raypur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Basanta CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Jhinkijhari CLF	01	10 th Pass	Rs. 3000/-
Master Book Keeper (MBK)	Nijigarh Tapanga GPLF	01	12 th /Intermediate/ +2 Pass	Rs.6000/-

(10) ORABARSINGH GPLF

Community Support Staff	CLF/GPLF	NO.of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
CRP-CM	Orabarsingh CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Rayapur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Lekhanpur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Krushnapur CLF	01	10 th Pass	Rs. 3000/-
CRP-CM	Dihakhala CLF	01	10 th Pass	Rs. 3000/-
Master Book Keeper (MBK)	Orabarsingh GPLF	01	12 th /Intermediate/ +2 Pass	Rs.6000/-

Other Eligibility Criteria:

- Should be a Woman and an SHG member
- Should be able to read and write Odia
- Well conversed with local language/dialect
- Age : minimum 18 years

GENERAL TERMS & CONDITIONS

1. Application form and work description for each position are available at GPLF/BLF office. Candidate may download the Application Form and job profile from the website of Chief Development Officer-cum-Executive Officer.
2. Self-attested documents in support of identity, qualification, experience, etc. as per the checklist have to be submitted along with application form at BLF Office within the timeline. Original documents shall be produced as and when required.
3. The selection process will consist of short listing of candidates on basis of minimum eligibility criteria, academic qualification, experience and other socio-economic cum special category.
4. The prescribed eligibility conditions viz. age, qualification and experience, etc. should have been acquired as on date of notice. Qualification should be from approved recognized institutions.
5. In case of false or insufficient information/lack of proof to ascertain the eligibility of the applicant, their candidature will be rejected at any stage of the selection process.
6. Applicants shall mention the correct and active mobile number and email-id in the application form.
7. CLF/GPLF/BLF have all rights to cancel selection process at any level of selection process.
8. The candidate has no right to claim for permanent job with concerned CLF/GPLF/BLF/Government.
9. The last date of receipt of application is 07/06/2023 Time - Before 2 P.M.

Sukanti School
PRESIDENT
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Anjuman Aza
SECRETARY
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Signature of President & Secretary
(Ram Rahim Mission Shakti BLF, Khordha)

Memo No. 02 /Dated 22/05/2023

Copy to CDO-cum-EO, Zilla Parishad, Khordha for information and upload this letter and application form your website for wider circulation and access.

Sukanti School
PRESIDENT
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Anjuman Aza
SECRETARY
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Signature of President & Secretary

Memo No. 03 /Dated 22/05/2023

Copy forwarded to BDO Khordha/CDPO Khordha for kind information and notified this letter at your office.

Sukanti School
PRESIDENT
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Anjuman Aza
SECRETARY
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Signature of President & Secretary

Memo No. 04 /Dated 22/05/2023

Copy forwarded to concern GPLFs for information & necessary action. And GPLFs are requested to communicate one copy to concerned GP office and one copy to concerned AWCs.

Sukanti School
PRESIDENT
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Anjuman Aza
SECRETARY
RAM RAHIM MISSION SAKTI
BLOCK LEVEL FEDERATION
KHORDHA

Signature of President & Secretary

ANNEXURE- II APPLICATION FORM FOR COMMUNITY SUPPORT STAFF

Position applied for -

Name of the CLF: _____ Name of the GPLF: _____

Name of the Bank Branch (Bank Mitra): _____ Name of the Block _____

A. Personal Information		
1	Full Name of the Applicant	Paste recent passport size colour photograph
2	Sex	
3	Full Name of Father/ Husband	
4	Full Name of Mother	
5	Date of Birth (DD/MM/YYYY)	
6	Age as on date of issue of notice (in Completed Years)	
7	Social Category (Please tick <input type="checkbox"/> valid option)	Social Category Gen(<input type="checkbox"/>)/SEBC(<input type="checkbox"/>)/SC(<input type="checkbox"/>)/ST(<input type="checkbox"/>)/Minority(<input type="checkbox"/>)
8	Economic Category (Please tick <input type="checkbox"/> valid option)	Economic Category Poor (<input type="checkbox"/>) / EPVG (<input type="checkbox"/>) Ration Card holder (<input type="checkbox"/>)/BPL(<input type="checkbox"/>)/Annual Income less than Rs.60,000/- (<input type="checkbox"/>)
9	Special Category (Please tick <input type="checkbox"/> valid option)	PwD(<input type="checkbox"/>)/Orphan(<input type="checkbox"/>)/PVTG(<input type="checkbox"/>)
10	Current Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin	
11	Permanent Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin	
12	Telephone/mobile (Mandatory) Number	
13	Alternate telephone/mobile Number(Optional)	
14	Email ID (optional)	

B. Educational Qualification (Self attested photocopy of Certificates & Mark sheets to be attached)							
Sl. No.	Degree/Diploma/ Certificate Course/ Any other	Total Marks	Total Marks secured	% of marks secured	Institution / College/ School	University / Board	Year of Passing
1	10 th Class						
2	12 th Intermediate/ +2						
3	Graduation (Specify) +3						
4	Post (Specify) Graduate						
Any other qualification, ITI /additional degree, diploma/ degree/certificate course. If Yes, mention below							
5							
6							
7							
8							

C. Experience (Self attested photocopy of experience certificates and relevant documents to be attached)					
Sl. No.	Area of Experience	Name and address of SHG/ CLF/ GPLF/Department/ Organization/ govt. recognized Institution associated with	PERIOD		Total (In Months) Period Years
			From (MM/YY YY)	To (MM/YYYY)	
1					
2					
3					
4					

D. Language Proficiency (Put Tick Mark \checkmark in appropriate column)				
Sl. No	Language	Read	Write	Speak
1	Odia			
2	Hindi			
3	English			
4	Any Other (Specify)			

Documents attached (refer to Annexure-III to know type of documents to be attached)

Sl. No.	Name of Document attached	Sl. No.	Name of Document attached
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	

Declaration

I do hereby declare that information submitted by me is true to the best of my knowledge. I understand that, in case of false information, my candidature will be rejected at any given point of time and I am also liable for appropriate action.

Date

Place

Signature

Cut from Here

Acknowledgement

Application No.

I Ms/ Smt. acknowledge receipt Of application of Ms/

Smt. For the position of for

..... CLF GPLF under

..... BLF on date at

Full Name & Signature of receiver
With seal and stamp

ANNEXURE-III CHECKLIST OF DOCUMENTS TO BE SUBMITTED

Sl. No.	Parameter	Self-Attested Documents to be submitted
a.	b.	c.
1.	Address Proof	Resident Certificate/Aadhaar Card/ Voter ID/ Electricity/ Water Bill/ Ration Card
2.	Identity Proof	Aadhaar Card/Voter ID/PAN Card/ Driving License/ Ration Card with Photo
3.	Age Proof	Birth Certificate/ 10 th class certificate
4.	Educational Qualification	Mark sheet/ Board Certificate/ Diploma/Degree Certificate/ Post graduate certificate/ Any other qualification certificate from approved recognized institution
5.	SHG Member	Letter from President/Secretary of concerned SHG
6.	Social Category (SC/ST/Minority)	Caste Certificate
7.	Economic Category (Poor/EPVG (SECC 2011 Census data)	PIP Under OLM as per SECC-2011
8.	Ration card holder	Ration card issued by Competent Authority
9.	BPL	BPL card issued by Competent Authority
10.	Annual Income less than Rs. 60,000/	Income Certificate issued by Tahasildar
11.	Person with Disability	Disability Certificate from concerned government department
12.	Orphan	Orphan certificate from concerned Tahasildar (staying at home)/ DCPO (staying at child care institution)
13.	PVTG	Caste Certificate
14.	Community Cadre in intensive village/ GP under OLM	Letter from concerned CLF President/Secretary (in case of CRP-CM), GPLF President/Secretary in case of MBK, Bank Mitra, CRP-EP mentioning period for which candidate is/was engaged in intensive village/ GP under OLM
15.	CRP for mobilization round/ Senior CRP under OLM	Letter/ Certificate from BMMU/DMMU/SMMU, OLM mentioning the period of engagement

ANNEXURE-IV TIMELINE FOR SELECTION OF COMMUNITY SUPPORT STAFF

Sl. No	Activity	Timeline	Date	Responsibility
a.	b.	c.	d.	e.
1.	Notification at Block Office, CDPO Office, BLF Office, GPLF Office, GP Office, Anganwadi centre of concerned village for CRP-CM position and all Anganwadi centers of GP for concerned Community Support Staff from website of Chief Development Officer-Cum-Executive Officer (CDO-cum-EO)	Day 1	22.05.23	BLF/GPLF/EC OLM - Chief Development Officer-Cum-Executive Officer for publication in the website
2.	Last date of receipt of Applications	Day 15	07.06.23	BLF
3.	Recording of all applications in prescribed register	Day 1 to day 15	22.05.23 to 07.06.23	BLF
4.	Preparation of list of candidates	Day 20	12.06.23	BLF
5.	Display of list of candidates at BLF, GPLF and CLF (for CRP-CM)	Day 22	19.06.23 to 21.06.23	Selection Committee (at BLF)
6.	Submission of grievance (at Block Office)	Day 23 to day 29	21.06.23 to 27.06.23	BLF
7.	Hearing of grievances of candidate/s	By the day 30 to day 34	28.06.23 to 01.07.23	BDO
8.	Document Verification by selection committee	By the day 35 to day 44	03.07.23 to 12.07.23	Selection Committee (at BLF)
9.	Preparation of Final merit list (at BLF)	By the day 45	13.07.23	Selection Committee (at BLF)
10.	Resolution made at GPLF	By the day 50	18.07.23	GPLF
11.	Display of Final merit list at BLF, GPLF and CLF (for CRP-CM only)	By the day 51	19.07.23	BLF and GPLF
12.	Issue of Offer letter	By the day 53	24.07.23	GPLF