

**Government of Odisha**  
**General Administration & Public Grievance Department**

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No. **5839**/Gen., Bhubaneswar, dated **21<sup>st</sup>** February, 2019.  
GAD-FE-OSSC-0002-2019

From

S.N. Girish, IAS  
Special Secretary to Government.

To

The Accountant General (A & E),  
Odisha, Bhubaneswar

**Sub: Creation/ Redesignation of posts for Odisha Staff Selection Commission, Bhubaneswar.**

Sir,

I am directed to convey the sanction of the Governor of Odisha to the Creation of 30 posts for Odisha Staff Selection Commission under the administrative control of the General Administration and Public Grievance Department. The consolidated staff position after restructuring of the HoD Cadre and creation of posts in OSSC will be as mentioned below:-

Sl. No.	Name of the Post	Name of the Cadre	Pay as per 7th CPC	No. of existing sanctioned post	post created	Total number of posts	Remarks
1	Joint Secretary	On deputation from OAS(S)	Level-14	1	1	2	
2	Deputy Secretary	On deputation from OAS-I(SB)	Level-13	0	2	2	
3	Under Secretary	On deputation from OAS-I(JB)	Level-12	1	1	2	
4	Administrative Officer	HoD Cadre	Level-12	1	1	2	The post of Administrative Officer shall come under Common cadre, as per GA & PG Resolution No. 2372/Gen dated 24.01.2019.
5	Section Officer	HoD Cadre	Level-10	2	3	5	
6	Assistant Section Officer	HoD Cadre	Level-9	6	2	8	Earlier known as Senior Assistant. The post of Senior Assistant is Re-designated as Assistant Section Officer as per GA & PG Resolution No. 2372/Gen dated 24.01.2019.

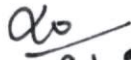
7	Junior Assistant	HoD Cadre	Level-4	3	8	11	The posts will be recruited as per As per OMS recruitment rules 1994 and as amended.
8	Receptionist		Level-9	0	1	1	On Contractual basis in the pre-Revised Level-9 (Direct Recruitment). Must have Diploma or Degree in hospitality and hotel management course with basic Computer knowledge.
09	Record Supplier		Level-3	0	1	1	Promotional post of Group-D
10	Despatcher		Level-3	0	1	1	Promotional post of Group-D
11	Daftary		Level-3	0	1	1	Promotional post of Group-D
12	Class-IV		Level-1	12	8	20	The service on outsourcing basis
<b>Total</b>				<b>26</b>	<b>30</b>	<b>56</b>	

2. The newly created posts under Group-“B” (in Level-9) shall be filled up initially on contractual basis as per G.A. Department Notification No.1147 dtd. 17.01.2014 following relevant recruitment rules. The newly created posts under Group-“C” and “D” shall be filled up on contractual basis initially following relevant recruitment rules and provisions of ORV Act and stipulations contained in the new recruitment rule notified vide GA & PG Department Notification No.32010 dated 12.10.2013. Their service conditions and emoluments shall be governed by the aforesaid GA & PG Department Notification.

3. The Charge is debitable to “Demand No.2-2051-Public Service Commission-103-0423-Establishment of Staff Selection Commission”.

4. This has been concurred by the Finance Department in OSWAS File No.GAD-FE-OSSC-0050-2017.

Yours faithfully

  
 21.2.19  
 Special Secretary to Government.

Memo No. 5840 /Gen., Dated 21.02.2019

Copy forwarded to the Chairman, Odisha Staff Selection Commission /Secretary, Odisha Staff Selection Commission, Bhubaneswar for kind information and necessary action.

*fshms*  
21/02/2019

Under Secretary to Government

Memo No. 5841 /Gen., Dated 21.02.2019

Copy forwarded to the Finance Department for information and necessary action.

*fshms*  
21/02/2019

Under Secretary to Government

Memo No. 5842 /Gen., Dated 21.02.2019

Copy forwarded to the Principal Secretary to the Governor, Odisha, Bhubaneswar / A.C.S. to Chief Minister, Odisha Bhubaneswar / P.S. to All Ministers/ P.S. to all Ministers of State/ P.S. to Government Chief Whip/ P.S. to Government Deputy Chief Whip/ C.E.O., Odisha/ OSD to the Chief Secretary, Odisha/P.S. to Special Secretary, GA & PG Department/P. S. to Member, Board of Revenue, Cuttack / P. S. to D.C.-cum-A.C.S. / P. S. to A.P.C-cum-A.C.S. / Registrar, Odisha High Court/ Secretary, Odisha Legislative Assembly/ All Departments / All Heads of Departments / All RDCs / All Collectors /Special Secretary, OPSC, Cuttack/ Secretary, Odisha Subordinate Staff Selection Commission, Block No. 3 & 5, Unit-1, Bhubaneswar/ Registrar, O.A.T., Bhubaneswar /Treasury Officer, Special Treasury-1, Bhubaneswar / Director of Treasuries, Bhubaneswar / All Officers, G. A. & PG Department / Library, G. A. & PG Department (5 Copies) / All Branches of G. A. & PG Department / The Head, State Portal Group, Odisha Secretariat, Bhubaneswar/ Guard File (10 copies) for kind information and necessary action.

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21/02/2019

Under Secretary to Government

Memo No. 5843 /Gen., Dated 21.02.2019

Copy forwarded to the Director, Printing Stationery and Publication Odisha, Cuttack with a request to publish this letter in the next issue of Gazette and supply 50(fifty) copies to this Department for official use.

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21/02/2019

Under Secretary to Government