



Mahakalapada Block Mission Shakti Federation

Block- Mahakalapada, Dist- Kendrapada, Odisha-754224

Regd. No. K.N.P/3225/15

Lette No.....60.....

Date...28-02-2023.....

Mahakalapada Block Mission Shakti Federation invites applications in prescribed format from eligible candidates for the following positions of Community Support Staffs under Mahakalapada Block.

Total Vacancy of MBK

SL No	Name of the GP	Name of the GPLF	No. of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
01	Bijaynagar	Bijaynagar GP Mahasangha	01	12th/ Intermediate/ +2 Pass	Rs.6000/-
02	Garhromita	Garhromita Grama Panchayat Stariya Sangha	01		
Total No of MBK Vacancy-			02		

Total Vacancy of CRP-CM

SL No	Name of the GP	Name of the GPLF	Name of the Village	Name of the CLF	No. of Vacancy	Minimum Educational Qualification	Performance Incentive (Rs. Per Month)
01	Badkul	Baladeb Jiew SHG Mahasangha	Badkul	Maa Saraswati CLF	01	10 th pass	Rs.3000/-
02	Balipal	Jhansirani Mahila Mahasangha	Kalapada	Bajarangbali CLF	01		
03			Jasuapali	Sarbamangala CLF	01		
04			Balipal	Jay Hanuman CLF	01		
05	Baradanga	Baradanga GPLF	Baradanga	Bata Mahapurusha CLF	01		

Kabita Biswal.

Secretary

Block Mission Shakti Federation
Mahakalpara

Nirmala Deo

President

Block Mission Shakti Federation
Mahakalpara

06	Barkandha	Panchayat Stariya SHG Mahasangha Barkandha	Sathiebati	Jay Hanuman CLF	01	10 th pass	Rs.3000/-		
07			Gokhakhati	Basudev CLF	01				
08	Bijaynagar	Bijaynagar GP Mahasangha	Arada & Kanpur	Maa Agni Kumari CLF	01				
09			Maliancha	Maa Lalita Kumari CLF	01				
10			Bijaynagar	Sasana CLF	01				
11			Bijaynagar	Pratihari Sahi-1 CLF	01				
12			Bijaynagar	Pratihari Sahi-2 CLF	01				
13			Bijaynagar	Mahadeb Pada-1 CLF	01				
14			Bijaynagar	Mahadeb Pada-2 CLF	01				
15			Sahabajpur	Sahabajpur -1 CLF	01				
16			Sahabajpur	Sahabajpur -2 CLF	01				
17			Sankhapada	Sankhapada-1 CLF	01				
18			Sankhapada	Sankhapada-2 CLF	01				
19	Jadupur	Jadupur Panchayat Mission Shakti	Masakani	Baba Hatakeswar Anchalika Mancha	01				
20	Karanja	Karanja Mission Shakti Mahila Mahasangha	Karanja	Brundabati Anchalika Mancha	01				
21	Rajagarh	Subhamukti Mahasangha	Nachipara(P atana)	Tulasi CLF	01				
22	Tikhiri	Tikhiri GP Mission Shakti	Nuagan	Maa Udiyachand CLF	01				
Total No of CRP-CM Vacancy-					22				

Other Eligibility Criteria:

- Should be a woman and WSHG member.
- Should be able to read and write Odia
- Well conversed with local language/dialect
- Age: minimum 18 years
- Domicile: Residence of the same village/cluster in case of CRP-CM and same GP in case of MBK.

Kabita Biswal,
Secretary
Block Mission Shakti Federation
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Nirmaladevi
President
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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 District administration Kendrapara (www.kendrapara.nic.in)
- 2) Self-attested documents in support of identity, qualifications, 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 qualifications, 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 the 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 15-03-2023

Kabita Biswal.

Secretary

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Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Nirmala Deo

President

President
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

APPLICATION FORM FOR COMMUNITY SUPPORT STAFF

Position applied for -

Name of the CLF: - Name of the GPLF: -

Name of the Block-.....

A	Personal Information		
1	Full Name of the Applicant		Paste recent size 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 valid option)	Gen ()/SEBC ()/ SC ()/ST ()/ Minority()	
8	Economic Category (Please tick valid option)	Poor ()/ EPVG ()/ Ration Card holder () BPL ()/Annual Income less than Rs.60,000/- ()	
9	Special Category (Please tick valid option)	PwD ()/ Orphan ()/ PVTG ()	
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 Number (Mandatory)		
13	Alternate telephone/mobile Number (Optional)		
14	Email ID (optional)		

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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	12th/ Intermediate/ +2						
3	Graduation (Specify)/ +3						
4	Post Graduate (Specify)						
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 Period (In Months)
			From (MM/YYYY)	To (MM/YYYY)	
1					
2					
3					
4					

D	Language Proficiency (Put Tick Mark 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	Submitted (YES/NO)	Sl No.	Name of Document attached	Submitted (YES/NO)
1			8		
2			9		
3			10		
4			11		
5			12		
6			13		
7			14		

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 Miss/Smt.....Acknowledge receipt of Application of Miss/Smt..... for the Position of forCLF.....GPLF.....GP underBLF on dateat.....

Full name & Signature of receiver

With Seal and Stamp

Kabita Biswal,
Secretary
Block Mission Shakti Federation
Mahakalpara

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Nirmaladevi
President
Block Mission Shakti Federation
Mahakalpara

CHECKLIST OF DOCUMENTS TO BE SUBMITTED

Sl. No.	Parameter	Self-Attested Documents to be submitted
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

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 Mahakalpara

Memo No.....61.....//Date...28-02-2023...//

Copy forwarded to concerned GPLF, CLF, Anganwadi Centers, GP Office & requested to publish the notice in notice board for wide publication.

Kabita Biswal.

Secretary
Block Level Federation (BLF)
Block Mission Shakti Federation
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President
Block Level Federation (BLF)
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Mahakalpara

Memo No.....62.....//Date...28-02-2023...//

Copy to BLF notice board for wide publication.

Kabita Biswal.

Secretary
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Nirmala Deo

President
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Memo No.....63.....//Date...28-02-2023...//

Copy submitted to CDPO Mahakalapada, BDO Mahakalapada for kind information & necessary action for wide publication.

Kabita Biswal.

Secretary
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Nirmala Deo

President
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Memo No.....64.....//Date...28-02-2023...//

Copy submitted to CDO-Cum-EO, Zilaparasad, Kendrapara for kind information & necessary action.

Kabita Biswal.

Secretary
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Nirmala Deo

President
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Memo No.....65.....//Date...28-02-2023...//

Copy to District Administration website Kendrapada to publish in nic website for wide publication.

Kabita Biswal.

Secretary
Block Level Federation (BLF)
Block Mission Shakti Federation
Mahakalpara

Nirmala Deo

President
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