



ରମାଦେବୀ ମହିଳା ବିଶ୍ୱବିଦ୍ୟାଳୟ, ବିଦ୍ୟା ବିହାର, ଭୁବନେଶ୍ୱର
Rama Devi Women's University, Vidya Vihar,
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No. ୦୦୧୧ /Dt. ୧.୧.୨୫

Walk-in-Interview

A walk-in-interview will be held on **14.09.2024 at 11.30 A.M.** in the Board Room of Vice Chancellor for engagement of retired Government servants University/ Govt. College employees as Office Attendant (Retd. Class-IV) for Accounts section of the University on contractual basis. Preference will be given to candidates having previous work experience in Establishment/Finance Departments of Universities/ Govt. Colleges. Intending eligible candidates are required to attend the walk-in-interview in the scheduled date & time. They are requested to download the format of application form from the University website <https://rdwu.ac.in> and submit the filled in application form along with requisite documents at the time of interview.

1. **Documents to be submitted at the time of walk-in-interview (a set of Xerox copies and original certificate for verification):**

- i) Filled in application form in the given format.
- ii) Educational qualification certificate as a proof of age.
- iii) Recent photograph (02 nos.)
- iv) Experience certificate (In case of other offices).
- v) Relieve order from the last organization on superannuation.
- vi) Last Pay Certificate.

2. **Terms and Conditions:**

- i) Posts are purely temporary.
- ii) Appointment will be given on contractual basis for a period of one year or till joining of regular staff whichever is earlier.
- iii) A consolidated remuneration applicable as per F.D.O.M. No. 24533/F dated 29.09.22
- iv) The service can be terminated at any time without assigning any reason thereof.
- v) No TA / DA will be paid for the purpose of attending interview.

The University reserves the right to cancel whole or part of the walk-in-interview at any time without assigning the reasons thereof.

Memo No. ୦୦୧୨ /Dt. ୧.୧.୨୫ /

Shapaba
Registrar 09/09/2024

Copy to CPGC / CoF / OIC, Website for uploading in website/ Dy. Registrar (Estt.) for information and necessary action and P.S. to V.C for kind information of the Vice Chancellor.

Shapaba
Registrar 09/09/2024

Rama Devi Women's University, Vidya Vihar, Bhubaneswar,
Application Form for Engagement of Retired Employees

1. Name:
2. Father's Name / Husband Name:
3. Permanent Address:
4. Present Address:
5. Telephone / Mobile No.:
6. Email Address:
7. Date of Birth:
8. Name Designation of last post held with date and duration:
9. Date of Retirement:
(Copy of Retirement order to be enclosed):
10. Last pay drawn
(Copy of LPC to be enclosed):
11. Educational Qualification:
12. Post held in last 10 years:
13. Whether any criminal case or vigilance inquiry or departmental proceeding was initiated or is pending against the applicant, if yes did it lead to conviction or imposition of punishment or it is still pending give details:
14. Any other relevant information:

Declaration

I, Sri/ Smt. _____ Son/ wife of Sri _____ do hereby solemnly declare that the information furnished above are true to the best of my knowledge. If at any time it is found incorrect I will be liable to be disengaged from re-employment without assigning any reason thereof.

Place:

Date:

Signature