



**State Health Assurance Society,
Health & Family Welfare Department, Govt. of Odisha
Bhubaneswar- 751007, District- Khordha, Odisha
Phone No:- (0674)2620500
Email ID:- hr.recruitmentshas@gmail.com**

Adv. No.: 04/2022

WALK-IN-INTERVIEW

Date: 10.09.2022

Walk-in-interview will be conducted as scheduled below for the post of Executive Officer (Grievance) under **State Health Assurance Society, Odisha** on contractual basis with monthly consolidated remuneration as noted and subject to renewal as per Society terms and conditions.

Sl. No	Name of the Post	Vacancy	Upper Age Limit as on 01.01.2022	Consolidated Remuneration	Eligibility Criteria	Date of Registration & Interview
01	Executive Officer (Grievance)	01	Up to 65 years	“Pay of last month of service minus Pension”	“Retired OAS Officer not below the rank of Additional Secretary with at least 20 Years of service”	19.09.2022

Venue: - State Health Assurance Society A1 Block, 2nd Floor, Toshali Bhawan, Satya Nagar Unit-9, Bhubaneswar- 751007, District- Khordha, Odisha.

General Information and Instructions:

- i. The above position is purely temporary and co-terminus with the scheme. Canvassing in any form will render the candidate disqualified for the position.
- ii. Candidates fulfilling the eligibility criteria may appear for registration in between 10.30 A.M. to 12.30 P.M. and consequently for Interview if eligible, on the date as mentioned against the post. No registration will be allowed in any case after scheduled date & time of registration. After short listing basing on the required eligibility criteria, the candidates will be required to stay back for interview. If the number of candidates registered and shortlisted is high, then the interview will be continued for other date/s, which will be notified to the candidates on the date of registration.
- iii. Candidates are required to come for interview with duly filled in application in prescribed format, available in the official website: www.nhmodisha.gov.in and www.bsky.odisha.gov.in and bring all certificates/ testimonials, in original and a set of self attested photocopies of the same, in support of age, qualification and experience/retired service record etc., for verification. Candidates are also required to bring two recent passport size colour photographs and self photo Identity proof (Voter ID card / PAN card/ Driving License / Aadhar card/ Passport). Incomplete application in any form will be rejected.
- iv. The candidate has to exhibit requisite documents/ experience certificates/ retired service records which shall clearly establish his/ her eligibility as per conditions as above, without which his/her candidature shall be rejected. The experience certificate/service record of the Employer/s must clearly specify the period of incumbency, name of the post and nature of responsibility.

- v. Details of vacancy, eligibility, age, application form etc. can be downloaded from the official website www.nhmodisha.gov.in and www.bsky.odisha.gov.in
- vi. Candidates, who are over aged, under qualified, not having requisite experience etc. need not apply.
- vii. Candidates, who are already working in Health Department/Government Sector on contractual basis, have to submit **No Objection Certificate (NOC)** from the controlling authority at the time of interview. NOC must be specific for the post, S/ He applying and must be issued subsequent to issue of the advertisement.
- viii. If any candidate is found to have suppressed any material information or furnished false information / documents, his/her case shall not be considered for the post applied for and in case already engaged on the basis of the said information / documents, his / her service shall be terminated for the Society forthwith. Candidates who have been disengaged earlier on administrative ground such as disobedience / poor performances/ misbehavior/ criminal activity etc. are not eligible.
- ix. No personal correspondence/ queries will be entertained. All communication will be made through e-mail / official website / Notice Board. Canvassing in any form will render the candidate disqualified for the position.
- x. The candidates securing 50% and more marks in Interview shall be kept in the Panel with the validity of 01 year for similar post with same educational qualification and same remuneration, as will be decided by the Society.
- xi. Number of vacancy / remuneration as mentioned under this advertisement may vary at the time of actual engagement.
- xii. The undersigned reserves the right to cancel this advertisement for contractual recruitment at any stage of recruitment process without assigning any reason thereof.
- xiii. The result of Walk-in-Interview will be published in the official website of NHM & BSKY

Sd/-
Chief Executive Officer
State Health Assurance Society, Odisha

APPLICATION FORM

Advertisement No.	04/2022			Photograph			
Name of the Post							Identity Proof No.
1. Applicant Name:							
2. Father's Name:							
3. Date of Birth:				4. District of Domicile:		5. Sex:	
6. Upper Age Limit as on 01.01.2022							
7. Present Contact Address:					8. Contact Telephone No.:-		
Permanent Contact Address:					Mobile No: -		
9. Email Address:							
10. Languages spoken/written:							
11. Professional Qualification details:							
Sl. No.	Exam Passed	Name of Board / University	Year of passing	Marks (excluding 4 th optional)			Duration of Course
				Full Mark	Marks Secured	% of Marks	

Contd.....

12. Experience Details

Name of the Employer	Post Held	From Date	To Date	Total	
				Year	Month

DECLARATION:

I do hereby declare that the information furnished above are true to the best of my knowledge and belief and that, if at any stage, it is found that any of the above material information is false/incorrect or is suppressed by me my candidature / appointment under State Health Assurance Society, Odisha is liable to be rejected/terminated. I also declare that I have never been disengaged from service under previous employer on administrative ground such as disobedience/ poor performances/ misbehavior / criminal activity.

Further, I undertake that I shall produce all original certificates/ documents in support of the above information at the time of interview/ certification verification.

Date:

Place:

Full Signature of the Applicant

Note:

1. The following documents are to be enclosed along with the application:

- a. Two copies of recent passport size colour self attested photographs. One copy of self attested photograph will however to affixed at the position in the application form
- b. Self attested photocopies of documents in support of age, qualification, experience/ retired service record etc.
- c. Self attested photocopies of photo Identity proof (Voter ID card / PAN card/ Driving License / Aadhar card/ Passport)