



ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ଼.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

Regd. Office: Janpath: Bhubaneswar-751022.

Telephone: (0674) 2540051 (EPABX), Website: www.optcl.co.in

CIN:U4102OR2004SGC007553

Advt. No. HR- SC&O - I - 02/2019 - 26864

/ Dated, 14.11.2019

ADVERTISEMENT FOR ENGAGEMENT OF RETIRED REVENUE INSPECTOR / AMIN ON CONTRACT BASIS

Name of the PSU	Odisha Power Transmission Corporation Limited
Position (Contractual)	Revenue Inspector - 04 (Four) nos. Amin - 04 (Four) nos.
Consolidated Remuneration	Revenue Inspector - Rs. 10,000/- Per Month Amin - Rs. 8,000/- Per Month

1. **Company profile:**

Odisha Power Transmission Corporation Limited (OPTCL), is one of the largest state owned power utility in the country, engaged in the business of transmission of electricity in the State of Odisha. The present asset value of the Corporation is about Rs. 3000 Crores. It's registered and Corporate Office is at Bhubaneswar, Odisha.

2. **Posts:**

Sl No.	Position (Contractual)	Place of Engagement	Job Description & Responsibilities
1	RI	Retired Revenue Inspectors (Four Nos.) will be engaged at different Zones for Zone-wise supervision of work and their Headquarters will be fixed at Rayagada, Berhampur, Balasore & Sambalpur.	a) Prepare and maintain land register indicating a correct, complete and comprehensive list of land owned by the OPTCL Grid Sub-Stations / Residential Quarters / Offices in district wise and Division wise. b) Ensure the land owned by the OPTCL (Including land of erstwhile OSEB /GRIDCO) are correctly regulated in the revenue records of the Government. c) Attend to the Camp Courts and ensure correct recording of OPTCL land during the Settlement and consolidation

			<p>operation.</p> <p>d) Supervise the joint field enquiry and submit complete report to the OSD (Land) with indication of records and field discrepancies if any to the OSD (Land) / Land Officer for examination and submission to the Requisition Officer.</p> <p>e) Check and verify revenue records pertaining to OPTCL land as when required.</p> <p>f) Prepare programme / fix up date for joint field enquiry in consultation with the Requiring Office technical staff and submit the same for approval of the OSD (Land) / Land officer.</p> <p>g) Ensure that the property owned by the OPTCL are not encroached, in different Grid Sub-Station / Residential Colonies / Offices by outsiders / Employees. Preliminary report of encroachment shall be reported to OSD (Land) / Land Officer immediately on detection.</p> <p>h) Perform the work, as and when assigned by the OSD (Land) / Land Officer.</p>
2	Amin	Retired Amin (Four Nos.) will be engaged at Corporate Office, Bhubaneswar & at Field Offices.	<p>a) Verify the Revenue Record and Map from the Local Tehsil / Record Room for the required land along with available records in OPTCL.</p> <p>b) Conduct the Joint field enquiry with the technical staff of the Requisition Office, with reference to records and Map.</p> <p>c) Responsible for preparation of documents / Papers / Trace map for submission to the Tehsildar / Land Acquisition Officer for lease / Acquisition of Land by the Requisition Officer.</p> <p>d) Pursue for registration of lease case / L.A. case in the respective Tehsil / Land Acquisition Officer as when required.</p> <p>e) Assist the R.I for demarcation and taking over advance possession / Possession of the required land from Tehsildar / L.A.O.</p> <p>f) To identify the encroachers of the OPTCL land and to take necessary action in consultation with OSD (Land) / Land Officer.</p> <p>g) Perform the work, as and when assigned by the RI & OSD (Land) / Land Officer.</p>

3. Eligibility Conditions:

- a) Retired RIs for contractual engagement as RI / Retired Amins for contractual engagement as Amin (not above the age of 63 years on the date of publication of Advertisement.), having good service records and physically fit will be eligible for consideration.
- b) Against whom departmental proceedings or criminal cases are contemplated or pending or who have been penalized for misconduct during the last five years preceding to their retirement will not be considered for engagement.

4. Selection Process:

Selection will be made through personal interview by a Selection Committee.

5. Tenure, Terms & Conditions:

- a) The engagement will be initially for a period of one year. The engagement may be extended further depending upon satisfactory performance and requirement of OPTCL.
- b) Date of Birth entered in the High School Certificate or equivalent certificate issued by the concerned Board/ council will only be accepted.
- c) Retired RIs / Amins engaged on contract basis will not be entitled for Dearness Allowance or any other Special Pay or Allowance, over & above the consolidated remuneration.
- d) During the period of contractual engagement, Retired RIs / Amins will be entitled to get Traveling Allowance for approved tours in line with the Corporation's prevailing norms.
- e) Retired RIs / Amins engaged on contract basis will be provided with CUG SIM for communication purpose.
- f) This is a full time engagement, hence the engaged Retired RIs / Amins shall not accept any other appointment / engagement paid or otherwise.
- g) The engagement can be terminated at any time by the Corporation giving one month notice, if performance found to be unsatisfactory. However in case of any misconduct including but not limited to misappropriation, negligence or causing loss to the Corporation engagement can be terminated without any prior notice.
- h) The RIs / Amins will be eligible for 10 days of leave in a calendar year & leave will not be carried forward to subsequent years. In case of engagement during mid of the calendar year, leave shall be reduced proportionately. No payment in lieu of unutilized leave will be paid at the end of expiry of contractual period.
- i) Other terms and condition will be applicable as issued by the Competent Authority from time to time.

6. Procedure to Apply

The interested candidates may apply along with the following documents:
(i) Bio-data in the enclosed format (ii) copy of all certificates in support of age, qualification and experience (self-attested) (iii) 2 nos. of recent passport size colour photographs. The envelope containing application should be super-scribed as "**Application for Engagement as Revenue Inspector / Amin in OPTCL**" and addressed to **Chief General Manager (HRD), Odisha Power Transmission Corporation Ltd., Janpath, Bhubaneswar - 751022**, so as to reach on or before **13.12.2019 (05.00 P.M)**. The application should be sent by Speed Post / Regd. Post / Courier Service only. OPTCL shall not be responsible for any delay / wrong delivery / loss in transit. The application received after due date or incomplete applications or applications of ineligible candidates will be rejected without any further correspondence.

Sd/-

Dy. General Manager (HRD)

BIO-DATA



- 1. Application for : _____
- 2. Name of the candidate : _____
- 3. Date of Birth : _____
- 4. Communication Address : _____

- 5. Mobile No./ Landline No : _____
- 6. E-Mail Id : _____
- 7. Permanent Address : _____

- 8. Educational Qualification : _____

Exam. Passed & Year	Institution	Board / Council / University	Division / Class

- 9. Details of experience : _____

Sl No.	Name of Organization	Post Held	Period		Basic Salary
			From	To	
1					
2					
3					
4					

10. Is there any Civil / Criminal /Vigilance case / disciplinary Proceeding pending / contemplated against you or you have been penalised for misconduct during the period up to five years preceding to your retirement? If yes , furnish details:

I hereby declare that the above information is true to the best of my knowledge and belief. It is understood and agreed that any misrepresentation / suppression of information will render liable for cancelation of my candidature at any stage / termination from engagement forthwith, without notice.

Date :

Place:

Full Signature of the Candidate