



**ODISHA STAFF SELECTION COMMISSION**  
**Barrack No.1, Unit – V, Bhubaneswar – 751054**

**ADVERTISEMENT No. IIE-78/2019-4595/OSSC;** **Date: 24.12.2019**  
**INDICATIVE ADVERTISEMENT INVITING ONLINE APPLICATION FOR RECRUITMENT AGAINST ONE VACANCY OF RECEPTIONIST ON CONTRACTUAL BASIS FOR THE OFFICE OF ODISHA STAFF SELECTION COMMISSION, BHUBANESWAR**

**INDICATIVE ADVERTISEMENT**  
**POST CODE-RECP-148**  
**(WEBSITE:-www.osscc.gov.in)**

**IMPORTANT:**

- Date of activation of the Online Application for the post will be notified shortly. Candidates are advised to be in constant touch with the above website to apply for the post.
- Candidates are required to apply through Online mode only after publication of the detailed advertisement in the website
- Before applying for the post the candidate must go through the Detail Advertisement and ensure their eligibility for the post.
- On the basis of information given in the Online Application Form candidates will be allowed to appear different stages of examination and if at any stage it is found that he/she has furnished false or incorrect information his/her candidature will be rejected forthwith.
- No Physical copy of application is required to be sent to this Commission. Candidates are required to upload relevant valid documents/certificates, visible scanned photograph and scanned signature. They have to produce original at the time of document verification and viva-voce test.
- Candidates have to download admission letter from the above website for appearing the examination at different Stages. No Admission letter will be sent by post.
- Examination of this recruitment will be conducted only at Bhubaneswar.
- PwD candidates have to follow the Advisory Notice published vide No.3453/OSSC dtd.24.10.2019 available in the Commission's website.
- In-service contractual candidates claiming benefits will also have to follow the advisory notice published vide No.3658/dtd.01.11.2019 dtd. 01.11.2019 available in the Commission's website.
- There is no edit option.** Candidates should be extra vigilant while filling the online application.

**NO. OF VACANCIES: -Total-01 - UR—01(One)**

There is no vacancy reserved for SC/ST/SEBC & Special Category (Ex-Servicemen/PwD/Sports Person). However, SC,ST, SEBC, Women, Ex-Servicemen, PwD (having suitability for the post) & In-service contractual candidates can avail age relaxation as per relevant Rules to apply for the post and compete under UR category.

**REMUNERATION:-** The appointment will be initially on contractual basis carrying a monthly remuneration of Rs. 16,880/- (for 1<sup>st</sup> year) as per Odisha Group-B posts (Contractual Appointment) Rules, 2013 and amended up date.

**CONDITIONS OF SERVICE:** Conditions of Service for the post shall be guided by Odisha Group-B posts (Contractual Appointment) Rules, 2013 and amended up date and other state Govt. Rules on service matter.

**ELIGIBILITY**

- Age- Must not be below 21 years and above 32 years of age as on 1.1.2019.
- Minimum Educational Qualification- Degree/ Diploma in Hospitality Management /Hotel Management from a recognize Institution/University with Basic Computer Knowledge.
- Must have passed Odia at least up-to M.E standard.

**SUITABILITY OF PWD**

Locomotor disability/Orthopedically handicapped having only one leg affected (but Mobility not restricted) shall be eligible to apply for the post.

**PLAN OF EXAMINATION:**

Stages of Examination.	Type of Examination	Marks allotted	Duration	Remarks
Stage-I	<b>Main Written examination</b> Paper-I-Composite paper Paper-II-Technical paper	100 marks 100 marks	1-1/2 hours each Paper (Objective)	Candidates ten times of the vacancies in order of merit category wise basing on the marks secured in the Main Written Examination will be <b>shortlisted</b> for appearing the <b>Basic Computer Skill Test</b> .
Stage-II	Basic Computer Skill Test	50 marks	1(one) hour	Minimum qualifying mark in this skill test is 20.
Stage-III	Viva-voce Test	25 marks	-	Candidates who qualify in the Computer Skill Test will be called to appear the viva-voce test


**EXAMINATION FEES-** The candidates other than PwD, SC & ST category shall have to pay examination fee of Rs. 200/- through online mode as per details to be published in the detailed advertisement.

**SELECT LIST:** - Select list will be published in order of merit taking together the marks of written examination, Computer Skill Test & Viva-voce Test.

**NOTE:**

- This advertisement is indicative in nature and provisional. The candidates are advised to refer to the detailed advertisement to be uploaded in the official website of the Commission [www.osscc.gov.in](http://www.osscc.gov.in) before filling the online application.
- Mobile phones and other communication devices are banned in the examination centre.

By Order of the Commission

  
SECRETARY