



GOVERNMENT OF ODISHA
GOPABANDHU ACADEMY OF ADMINISTRATION
CHANDRASEKHARPUR, BHUBANESWAR-751023

No. 2840/GAA

Date: 30/05/2023

ADVERTISEMENT

Applications are invited from individuals for engagement as Consultant (Coordination) in Centre of Excellence for Result Based Management and Social Innovation functioning in Gopabandhu Academy of Administration (GAA), Bhubaneswar for one post in the Office of the Additional Director General, GAA, on contractual basis with a monthly consolidated remuneration of Rs.35,000/- for a period of one year as per the following terms and conditions. No DA and other allowances are admissible.

1. No additional outside professional is required. The experience of the individual as indicated below is the paramount requirement.
2. The selection shall be based on the experience of the candidate. The candidate will be evaluated on the basis of basic Academic qualification i.e. Graduation, experience of working as a Senior Private Secretary to Head of any Institution / Departments, knowledge on administrative system and functioning of Government Department and authorized body, Communication skill, ability to coordinate, Computer skill etc.
3. The engagement can be terminated at any time by the competent authority due to unsatisfactory performance by giving one month's notice. On the contrary if the Consultant desires to resign she /he shall do so by giving one month's written notice to the competent authority.
4. On being selected the applicant will submit an undertaking at the time of joining the duty as regards truthfulness and correctness of the information furnished by him/her.

Interested candidates fulfilling the above criteria may apply in the enclosed Application Form along with copy of the supporting documents to the Additional Commissioner, Gopabandhu Academy of Administration, Chandrasekharpur, Bhubaneswar-23 through e-mail id atioidisha@nic.in by 17th June,2023.

By order of Director General


Additional Commissioner

Memo No. 2840 /GAA

Dated: 30/5 /2023

Copy along with copy of Application form forwarded to Additional Secretary to Govt., I & PR Department for kind information and he is requested to publish an advertisement in one English & Odia daily News paper.


Additional Commissioner

Memo No. 2841 /GAA

Dated: 30/5/23 /2023

Copy along with copy of Application form forwarded to Shri V.S. Rao, DEO, GAA to upload the advertisement in the GAA website for wide publication.


Additional Commissioner

**APPLICATION FORM FOR ENGAEMENT OF A CONSULTANT ON
CONTRACTUAL BASIS WITH CONSOLIDATED REMUNERATION FOR A
PERIOD OF ONE YEAR**



1. Name of the Applicant :

2. Father's Name :

3. Date of Birth :

4. Educational Qualification :

5. Present Address :

6. Permanent Address :

7. Work Experience :

(May be attached separate sheet)

8. Contact details :

i. Mobile No.:

ii. E mail ID :

Place:

Full Signature of the Applicant

Date: