



No.IIE -52/2019/ 4579 /OSSC;

Date.23.12.2019

Recruitment for 03 posts of Food Safety Officer under Commissioner, Food Safety, Odisha, Bhubaneswar on Contractual Basis
(Post Code-FSO/142)
(WEBSITE: www.osscc.gov.in)

IMPORTANT:

- Online Application registration will be made available from 16.07.2020 till 16.08.2020 by 11.55 P.M in the official website of the Commission "www.osscc.gov.in". Application other than online mode shall not be accepted by the Commission.
- Candidates are to be extra vigilant while filling up the online application form as there is no edit option.
- Online Applications are invited for selection of candidate for recruitment to 03 posts of Food Safety Officer on contractual basis.
- The Candidates who intend to apply should go through the eligibility criteria prescribed for the post in the advertisement, before filling up the application. The candidate must satisfy himself/herself about his/her eligibility for the post before applying and only through online mode. No other mode of application shall be entertained by the Commission.
- No hardcopy of online application/ documents to be sent to the Commission. The applicants are required to upload the required certificates/documents as listed at clause-7 of the advertisement in the "Document Upload" tab. The documents should be in pdf format, clearly visible and in prescribed size as instructed in Clause-1 (b).
- 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 under provision of Odisha Group-B Posts (contractual appointment) Rules, 2013 will also have to follow the advisory notice published vide No.3658/OSSC dtd.01.11.2019 dtd.01.11.2019 available in the Commission's website.
- The minimum educational qualification for the post is (a) Degree in Food Technology/Dairy Technology/ Biotechnology/ Oil Technology/ Agricultural Science/ Veterinary Science/Bio-Chemistry/Microbiology or Master's Degree in Chemistry or Degree in Medicine from AICTE-approved institute/recognized Boards/State & Statutory University securing minimum 60% marks along with adequate knowledge in Computer Application.
- No person having any financial interest in the manufacture, import or sale of any article of food shall be appointed as a Food Safety Officer.
- The appointment will be initially on contractual basis carrying a consolidated pay of Rs.16880/- per month (for 1st year) as per Odisha Group-B Posts (Contractual Appointment)

Amendment Rules, 2017 notified vide Government in GA & PG Department Notification No. GAD-SC-RULES-0037 -2017 - 19569 / Gen. dtd.12th September, 2017. The condition of service shall be governed by Odisha Group-B Posts (Contractual Appointment) Rules, 2013 published vide Notification No. 1147-GAD-SC-RULES-0061-2013/Gen. dtd.17th January,2014 and the relevant recruitment rules.

- Candidate must not be below 21 Years and must not exceed 32 years of age as on 1st January 2019 to be eligible to apply for the post (refer to Clause-5(a) of this Advertisement) with usual age relaxation for reserved categories as per relevant rules of Govt. in force.
- The candidate must submit the correct information/data in the online application form. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her online application is false/incorrect or the candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria prescribed for the post, his/her candidature for the examination will be cancelled forthwith and he may be debarred either temporarily or permanently from appearing any further recruitment examination conducted by the Commission.

1. How to apply:

The applicants have to go through the detail advertisement before filling up the online application.

1. (a) Aspirants have to apply online using the official website of the Commission "www.osscc.gov.in". The applicants other than S.C., S.T. & PwD categories are required to deposit non-refundable examination fee of **Rs.200/-** only through online mode following the procedure as detailed at **clause-6** of this advertisement to apply for the post. By clicking on the tab 'online application' in the home page of the website, different advertisement for online application along with different useful details will be displayed on the computer screen. The instructions provided in this Advertisement are required to be read carefully before proceeding to complete the online application process.

There will be 2 links under "**Form Links**" column for each advertisement.

(i) **For Registration.**

(ii) **For registered user login.**

All the Candidates first need to complete the Registration process before filling the online Application Form.

For Registration the candidate needs to **click** the link "**For Registration**" present in the Form Link section.

On clicking the link mentioned, he/she will be redirected to the **Registration Form**, where few basic Details will be required as follows to be filled up by the applicant correctly.

- i. **Nationality**
- ii. **Applicant's Full Name**
- iii. **Applicant's Father's Name**
- iv. **Applicant's Mother's Name**
- v. **Name of the husband (In case of Married female applicant)**



- vi. **Gender**
- vii. **10th Standard Roll Number (As Mentioned in the Certificate)**
- viii. **10th Standard Year of Passing**
- ix. **10th Standard Board (Name)**
- x. **10th Standard Passed Exam Type**
- xi. **Whether passed minimum Seventh class exam. in Odia**
- xii. **Mobile Number**
- xiii. **Email Address**

All the above fields need to be filled in mandatorily by the candidate.

Caution: 1. The candidate must submit the correct data in this section as the subsequent sections will be automatically populated with the data filled in this section. No change in this section will be allowed after the candidates click the 'I Agree' box.

2. The details submitted by the candidate for 10th Standard Roll Number (As mentioned in the Certificate), 10th Standard Board, 10th Standard Year of Passing & 10th Standard Passed Exam Type (Annual or Supplementary) need to be furnished correctly.

Furnishing of any wrong information may lead to rejection of the application and no request in this regard for correction of the same will be entertained. User registration is only required once during applying for a specific post/advertisement.

Once the above details are filled by the candidate, one CAPTCHA image will be shown to the candidate which he/she needs to enter correctly in the field given below and then need to check the box "I Agree" for declaration and submit the registration form.

On Submitting the registration form a unique Application Sequence No. will be generated and will be shown to the candidate.

Application Sequence No. generated will act as **user id** of the candidate for the post. E-mail and SMS will be sent to the candidates through his registered **email id** and **mobile no** intimating the 'User id' and 'Password' for the post.

After successful submission of the registration form "Go to Application Form" & "Logout" button will be visible in the top right hand corner of the webpage.

Candidate can also click on the "Go to Application Form" to continue with the filling of the application form. Candidate can click the "Logout" button if he/she wishes to exit the current session.

1. (b) For registered user login

In order to fill in the Application form candidate needs to Click the link present under "For registered user login" present in the Form Link section.

The same will redirect the candidate to the login page of the Application Form. The candidate need to login using the 'User id' and 'password' he/she received after registration though e-mail as well as SMS in the registered mobile no. & e-mail id.

Once the candidate successfully logged in to the application form he/she will be getting 4 tabs

1. Personal Details

2. Additional Details

3. Qualification details

4. Document Upload

All the detail data are required in the above 4-tabs need to be furnished correctly by the candidate. The details submitted by the candidate during submission of the registration form will be auto populated in the respective fields of the application form. Please read the caution below while filing up the column of Marks Secured and Full Mark for the examinations passed

The candidate have the option of filling the application form in more than 1 session but before logging out he/she needs to ensure that all the data filled by him/her **has been saved** by clicking "**Save & Continue button**" present in the end of the each tab.

Candidate can **preview** the application by clicking the "**Preview Application**" button present in the end of "**Document Upload**" tab as and when required.

All candidate mandatorily need to upload the scanned image of his/her **recent passport size photograph and scanned image of his/her full signature** in the on line application form which **must be within max 80 kb (The Format supported -JPEG/JPG)**.

In addition to the above requirement all the candidates need to upload the following document in the **Document Upload Section** in (**File size max 300kb, format supported-pdf**).

- i. **10th Standard Pass Certificate & Mark sheet** containing the 10th Standard Roll Number as given in the registration form
- ii. **+2 Certificate & Mark sheet** (if any).
- iii. **Degree certificate & mark sheet (Degree in Food Technology/Dairy Technology/ Biotechnology/ Oil Technology/ Agricultural Science/ Veterinary Science/Bio-Chemistry/Microbiology or or Degree in Medicine)**
- iv. **Master Degree certificate & mark sheet** (for **M.Sc. Chemistry** candidates only)
- v. Candidates Claiming reservation under **SC/ST/SEBC** category need to upload valid caste certificate or a self declaration in prescribed format (Annexure 'A' or 'B') appended to in this advertisement.
- vi. Candidates Claiming "**PwD (Persons with Disabilities)**" category need to upload a valid **PwD** certificate.
- vii. Candidates Claiming "**Ex-Serviceman**" category need to upload any one of the Ex-Servicemen Documents (**Discharge Certificate/ Identity card/ PPO indicating therein the date of entry, date of discharge and period of service** rendered in Defence Forces) as per Clause-7(ix) of the advertisement).
- viii. Candidates not having Odia as a subject in HSC Examination, has to upload Odia Pass certificate in at least **ME Standard (Class-VII)** or more issued by Head Master/Principal or any other competent authority affiliated to Education Department of Govt. of Odisha or any other competent Authority.
- ix. **In-service contractual employees** in the category-I & II (Govt. in G.A. Department Notification No.GAD-SC-Rules-0061-2013-1147/Gen dtd.17.01.2014) & GA Department Notification No.GAD-SC-Rules-0009-2013/32010/Gen dated 12.11.2013)

claiming age relaxation up to 45 years as on 01.01.2019 and have completed one year of continuous service prior to effective of Odisha Group-B posts Contractual Appointment Rules, 2013 must upload the required certificate issued by the concerned employer as per proforma prescribed by the Commission vide the Advisory Notice No.3568/OSSC dated 01.11.2019 available in the website of the Commission www.osscc.gov.in

The uploaded documents must be clearly identifiable /visible, otherwise the application is liable to be rejected and no further correspondence in this regard will be entertained.

The candidates are also advised to fill up relevant details under different tabs, mentioning category, special category, present address, permanent address, full marks, marks secured in H.S.C, +2 level, Degree & Master Degree which are required for eligibility of the candidate for the post.

Caution:

(i) *The candidates should mention their Full Marks and Mark secured from HSC to Degree/Master Degree correctly in the online application form excluding extra optional marks (if any) while filling up of the online application form failing which their candidature for the post shall be rejected.*

(ii) *If it is found during document verification or at any stage of recruitment or there after that the marks entered in online application do not tally with the uploaded documents, then the candidature of the applicant will be rejected out-rightly.*

The filled in Application Form must be submitted by clicking the '**Submit Button**'. Before submitting the **online application the applicant must re-check the information** filled in and ensure that the information provided and the scanned signature and scanned photographs uploaded are clearly identifiable /visible. After clicking the submit button, the system will redirect all candidates (Except SC/ST/PwD category candidates) to SBI Collect portal for payment of examination Fees, The details of which has been furnished at Clause-6 of this advertisement. After successful payment of Examination fees (as applicable) the form will be submitted in the OSSC website. In case of applicants in the category of SC/ST/PwD the form will be submitted directly. After the form is successfully submitted, the candidate has to take the printout copy of the submitted application form for future reference.

1. (c) The copy of online application form has to be preserved by the applicant for future use. In case the candidate is shortlisted for verification of documents, he/she has to submit the same in the Office of the Commission on the date of certificate verification along with the originals & a set of self attested photo copies of certificates/ documents.

1. (d) Applications received through any mode other than online mode are liable to be summarily rejected.

1. (e) **The applicant must submit the correct data/information in the online application form. If at any stage of recruitment or thereafter, it is found that any information furnished by the**



candidate in his online application is false/incorrect or the candidate has suppressed any relevant information or the candidate does not satisfy the eligibility criteria prescribed for the post or has not paid the requisite examination fee, his/her candidature will be cancelled forthwith. Further, the Commission reserves the right to debar such candidates from applying for other recruitment examinations conducted by the Commission either temporarily or permanently.

1. (f) The candidate may find out the status of his/her application as well as his/her Admission letter/hall ticket for appearing the examination by accessing OSSC website, clicking therein 'online application' tab, and thereafter clicking on the link present under "For registered user login" in Form Link section against that particular advertisement/post, by using the user ID and password.

1. (g) Candidates should possess a valid E-mail address & Mobile number which should remain active till publication of the final result pursuant to this Advertisement.

The Commission shall not be responsible for any loss/ non receipt of message/information sent on the wrong /invalid e-mail address/ mobile number provided by the candidate in the on-line registration form or for delay/non-receipt of information if a candidate fails to access his/her E-mail or Mobile phone in time. Candidates will be allowed in the examination only if they possess a valid admission letter for the examination and valid Photo Identity proof issued by any Govt. Authority.

2. Last date of online Applications:

2.a. The last date for submission of online Application in response to this advertisement is 11.55 P.M. of Dtd. **16.08.2020**. The system will be automatically disabled from 11.55 PM of the said date after which the application form for this particular post will not be generated any more.

2.b. No. Physical Copy (hard copy) of the online application form/documents required to be sent to the Commission. Candidates have to upload the relevant documents as listed in the online form at the time of online application.

3. Vacancies be filled up and reservations :

Category	No. of Vacancy
UR	01
SC	01
ST	01

There is no vacancy under special Category (PwD/Ex-Serviceman/Sports Person). Only age relaxation will be applicable for PwD & Ex-serviceman candidates as per Rule.

Types of PwD eligible for the post are as follows:-

Category	Types of disabilities
Category-II	(b) Hard of hearing with suitable aids
Category-III	(c) Dwarfism, acid attack victims, leprosy cured

3.(a) Provision of assistance of Scribe

PwD candidates who have not less than 40% disability and have limitation in writing shall have the option to use his own his/her own scribe. The intending candidates have to give option in the appropriate place while filling up online application form and also to submit the required certificate prescribed by the Commission as per Advisory Notice No.3453/OSSC dated 24.10.2019 available in the website of the Commission "www.osscc.gov.in".

3.(b) The number of vacant posts to be filled up on the basis of this recruitment is subject to change without any prior notice as per discretion of the Commission, the Recruiting Authority and Government.

4.Remuneration & Condition of Service:-

The appointment to these posts will be initially on contractual basis carrying a remuneration of Rs.16,880/- per month (for 1st year) as per Govt. in G.A. & P.G. Department Notification No.19569/GA dtd.12.09.2017 and Condition of Service will be guided by the Government of Odisha from time to time as per Odisha Group-B Posts (Contractual Appointment) Rules, 2013 notified vide Govt. in G.A. Department Notification No. 1147-GAD-SC-RULES-0061-2013/Gen. dated 17th January 2014.

5. Eligibility:

5. a. Age:

The minimum age for the post is 21 years and the maximum age is 32 years as on 01.01.2019. The upper age limit is relaxable by 5 years for candidates belonging to SEBC, SC, ST & all Women candidates, 10 years for candidates belonging to PwD category & the total period of service rendered in defence service in case of Ex-servicemen. PwD candidates in the ST & SC category shall be entitled to **cumulative age relaxation** of ten years over & above the normal relaxation specified for the category. However, a candidate can only avail one type of age relaxation as per rule. **To be eligible, candidates not enjoying any relaxation of upper age limit must not have been born earlier than 2nd January, 1987 and not later than 1st January 1998.** The persons in Defence Forces having more than six months to retire/ discharge from the forces as on the date of the submission of online application are not eligible to apply as ex-serviceman for the post. Ex-Servicemen who are going to retire within six months from the closing date of online application may apply for the post by obtaining relevant no due certificate from the appropriate authority mentioning therein the date of appointment, date of retirement and years of service rendered in Defence Forces. However such candidates have to submit the discharge certificate on the date of certificate verification on the date of certificate verification for considering their claims under Ex-Serviceman category.

Border Security Force, Indian Coast Guard, CRPF and other Para Military Forces are not within the definition of Ex-Servicemen.