

**OFFICE OF THE ACCOUNTANT GENERAL (G&SSA)
ODISHA: BHUBANESWAR**

CIRCULAR

Sub: - Calling for applications for Departmental Examination for 12th passed Multi-Tasking Staff in IA&AD for promotion to Clerks Cadre to be held in September 2019.

The Departmental Examination for 12th passed Multi-Tasking Staff /12th passed Staff Car Driver(Pay level-2 of Pay Matrix)for promotion to Clerk cadre, will be held in the month of September 2019. The serving 12th passed Multi-Tasking Staffs who have put in or will be completing three years continuous service as on 01.09.2019 having the age of 45 years or below (50 years for SC/ST candidates) are eligible to appear in the above examination. The details of the said examination are as under:-

Sl. No.	Paper/Subject	Duration	Maximum marks.
1	English/Hindi	2 hours	100
2	Arithmetic and Tabulation	2 hours	100
3	General Knowledge and Office Procedure	1 hour	100

The eligible 12th passed Multi-Tasking Staffs may submit their applications for the above examination as per the enclosed proforma on or before **26.08.2019** in Trg & Exam. (G&SSA) Section. The candidates may collect the application Form from the Trg & Exam (G&SSA) section. This is also available in the official website agodisha.gov.in.

Those who are successful in the above examination will have to pass the Departmental Skill Test (on computer) meant for serving Clerks.

Encl.:- As above.

Sd/-

Sr. Dy. Accountant General (Admn)

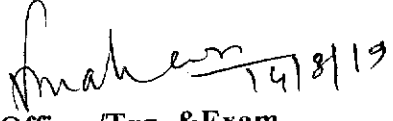
*for R-Desk. → E.O.
AD
96/08/19*

Memo No.Trg &Exam./02/04/2019-20/203

Date:-14.08.19

Copy forwarded for information and necessary action to:-

1. Secy. to AG (G&SSA)/Pr. AG (E&RSA).
2. PA to Sr. DAG/Admn/O/o AG(G&SSA)/E&RSA
3. PA to Sr. DAG (GSA) / (SS-I/SS-II/SS-III)/DA Group/FAA.
4. PA to DAG (ES-II), Puri
5. PA to DAG (Admn)/ (RSA)/Sr. DAG (ES-I), O/o Pr.AG (E&RSA), Odisha, BBSR
6. Sr. AO. / Admn. /OE /OM / Report-Main/PAC /Estate / Hindi Cell/ Vigilance Cell/ ITA/Welfare /GSA/SS-I/SS-II/SS-III /FINAT /Confidential Cell for wide circulation please.
7. BO/ Admn /ES-I/RSA// OE/ Record (E&RSA)/ES-II,Puri in the O/o the PAG (E&RSA)
8. BO/DD (CRA).
9. B.O /DA&RC is requested to upload the circular in the office website agodisha.gov.in
10. AAO/Hindi Cell with the request to translate the OOC In Hindi
11. Notice Board. Of O/o the Pr. (. A.G./G&SSA) & Pr. A.G. (E&RSA)& DD(CRA) .
12. OOC Guard file


Sr. Audit Officer/Trg. &Exam.