

ନବଦିଗନ୍ତ ମିଶନଶକ୍ତି ବୁକସ୍ତରୀୟ ମହାସଂଘ କାର୍ଯ୍ୟାଳୟ, ଲହୁଣୀପଡ଼ା

OFFICE OF THE NABADIGANTA MISSIONSHAKTI MAHASANGHA, LAHUNIPARA  
Regd. No-5627-90/2008 E-mail ID-lahuniparamissionshakti2022@gmail.com



Letter No- 01

Date- 1.03.23

NabaDiganta Mission Shakti Mahasangha , Lahunipara, At/Po-Lahunipara Dist-Sundargarh Pin-770040 invites application from candidates for the following position of Community Support Staff,

Community Support Staff	CLF/ GPLF	No of Vacancy	Minimum Educational Qualification	Performance Incentives (Rs. Per Month)
CRP-CM	No. of CLF	96	10 <sup>th</sup> Pass	Rs.3000/-
Master Book Keeper (MBK)	No. of GPLF	9	12 <sup>th</sup> /Intermediate/+2 pass	Rs-6000/-
Bank Mitra	No. of Bank	4	12 <sup>th</sup> /Intermediate/+2 pass	Rs-6000/-

The CLF/GPLF wise vacancy details in attached herewith Annexure-I for reference.

**Other Eligibility Criteria:**

- Should be a women and an SHG member
- Should be able to read and write Odia.
- Well Conversed with local language/dialect.
- Age: Minimum 18 years.
- Domicile: Residence of the same village/cluster in case of CRP-CM, same GP in case of MBK, GP/GPs coterminous with the service area of the concerned Bank and Bank Mitra.

**General Term and Condition:**

1. Application form and work description for each position are available at GPLF/BLF office. Candidate may download the Application Form and Job profile from the website of Chief Development Officer-cum-Executive Officer, Zilla Parishad, Sundargarh/ NIC, Sundargarh.
2. Self- attested documents in support of identity, qualifications, and experience etc. as per the checklist have to be submitted along with application form at BLF office within the timeline. Original documents shall be produced as and when required.
3. The selection process will consist of short listing of candidates on basis of minimum eligibility criteria, academic qualifications, experience and other socio-economic cum special category.
4. The prescribed eligibility condition viz. age, qualification and experience etc. should have been acquired as on date of notice. Qualification should be from approved recognized institutions.

Champabati Mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

Samatha Rajput

President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

5. In case of false or insufficient information /lack of proof to ascertain the eligibility of the applicant, their candidature will be rejected at any stage of the selection process.
6. Applicants shall mention the correct and active mobile number and email-id in the application form.
7. CLF/GPLF/BLF has all rights to cancel selection process at any level of selection process.
8. The candidate has no right to claim for permanent job with concerned CLF/GPLF/BLF/Government.
9. The last date of receipt of application is **16 / 03 /2023 by 5.30 PM.**

Champabati mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Samdhya Rajput  
President

Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. 02 Date. 1.03.23

Copy submitted to Honorable minister of Sports, Youth affairs & Home, Govt of Odisha for favour of kind information

Champabati mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Samdhya Rajput  
President

Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. 03 Date. 1.03.23

Copy submitted to CDO-cum- EO, Zilla Parishad, Sundargarh /District Social Welfare Officer, Sundargarh for favour of kind information.

Champabati mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Samdhya Rajput  
President

Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. \_\_\_\_\_ Date. \_\_\_\_\_

Copy submitted to CDO-cum- EO, Zilla Parishad, Sundargarh /District Social Welfare Officer, Sundargarh for favour of kind information.

Memo No. 04 Date. 1.3.23

Copy submitted to the Chair Person, Panchayat Samiti Lahunipara / Vice- Chairman, Panchayat Samiti, Lahunipara/PS Member (All) Lahunipara Block for favour of kind information.

Champabati mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Samdhya Rajput

President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. 05 Date. 1.03.23

Copy submitted to the Sarpanch (All) , Lahunipara Block for favour of kind information with a request to affix the notice in GP Office notice board.

Champabati mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Samdhya Rajput

President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. 06 Date. 1.03.23

Copy submitted to the Chief Information Officer, NIC, Sundargarh for favour of kind information with a request to web host the notice in NIC of Sundargarh District.

Champabati mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Samdhya Rajput

President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. 07 Date. 1.03.23

Copy submitted to the Block Development Officer, Lahunipara/ Child Development Officer, Lahunipara for favour of kind information with a request to publish the notice in respective office notice board.

Champabati mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Samdhya Rajput

President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. 08 Date. 1.03.23

Copy to Supervisor (All), ICDS, Lahunipara for favour of kind information with a request to publish in all AWCs.

*Champa Bati Mahanta*  
Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

*Samdhya Rajput*  
President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. 09 Date. 1.03.23

Copy to President/Secretary, GPLFs (All), Lahunipara for favour of kind information with a request to publish the notice in GPLF office notice board & respective CLFs.

*Champa Bati Mahanta*  
Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

*Samdhya Rajput*  
President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

Memo No. \_\_\_\_\_ Date. \_\_\_\_\_

Copy to President/Secretary, GPLFs (All), Lahunipara for favour of kind information with a request to publish the notice in GPLF office notice board & respective CLFs.

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara (BLF)  
Lahunipara

CLF/GP WISE VACANCY DETAILS FOR DIFFERENT POSITIONS UNDER BLF, LAHUNIPARA

Annexure-I

Sl No	Name of the GP	MBK	Bank Mitra	CRP-CM	
				Vacancy	Name of the CLF/Village
1	Khuntgaon	1	1 (UGB, Khuntgaon)	1	Nuadihi
2				1	Khuntgaon-A
3				1	Sadhubahal
4				1	Kantakudar
5				1	Poigaon
6				1	Khuntgaon-B
7				1	Jodibahal
8				1	Suarpali
9	Kudheikela	1	0	1	Ulsurei
10				1	Kudheikela
11				1	Bilaipada
12				1	Ganighasa
13				1	Dalamkucha
14				1	Ghatital
15				1	Guhaldihi
16				1	Haldikanchi
17	Kaleiposh	1	1(SBI Ulsurei)	1	Sankendudihi
18				1	Nuapada
19				1	Thenteiposh
20				1	Katupada & Raghuaposh
21				1	Kenapali
22				1	Budhipali
23				1	Kaleiposh
24				1	Kendudihi-1
25				1	Paragposh
26				1	Dhamanadhar
27				1	Kumbhardihi & Thakurpali
28	1	Kendudihi-2			
29	Mahulpada	1	0	1	Mahulpada-1
30				1	Derula
31				1	Jagati
32				1	Badbil
33				1	Mahulpada-2
34				1	Madalia

Champa Bakti Mahanta  
Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

Samdhya Rajput  
President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

35				1	Mahulpada-3
36				1	Derula
37				1	Mahanta Tangarpalli
38				1	Lauposh
39				1	Nandapada
40				1	Kisantangarpali
41				1	Amrudi-1
42				1	Rengalbeda
43				1	Amrudi-2
44	Sankhaposh	1	0	1	Sankhaposh
46				1	Sagadiaposh-1
				1	Sagadiaposh-2
47				1	Ghusuriposh
48				1	Bhaliadihi
49				1	Lamsi
50				1	Arjunchuan
51				1	Tetengagila
52				1	Beimara
53				1	Matikhani
54				1	Guhalandha
55				1	Barchuan
56				1	Dalaisera patharpunchi
57	Dalaisera	1	0	1	Dalaisera Ekpaldi
58				1	Rengali
59				1	Banki
60				1	Jinketa
61				1	Budhakhaman
62				1	Lunga
63				1	Dhokamunda
64				1	Kurda-1
65				1	Kurda-2
66				1	Baldihi
67				1	Kadodihi & Madhupur
68				1	Brahmanigaon
69				1	Belkudar
70	Kurda	1	0	1	Lalei
71				1	Nischintpur munda gaon-1

Chamabretimachanda  
Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

Samdhya Rajput  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

72				1	Nischintpur munda gaon-2
73				1	Khendraposh & Ramaruda
74				1	Hatibahal
75				1	Jaidihi
76				1	Talkudar and Fuljhar
77				1	Bhaliadihi & Gundhichanali
78				1	Darjing
79				1	Saleipali
80				1	Gauduniposh
81				1	Birtola
82				1	Ludhuni
83	Darjing	1	1 (SDCCB, Lahunipara)	1	Koijihar
84				1	Kariadihi
85				1	mahischhapal
86				1	Thiaberna
87				1	Sahajbahal
88				1	Balisuda & Kudapada
89				1	Barsuan-1
90				1	Langalkata
91				1	Tinko
92	Sashyakela	1	1 (SBI Barsuan)	1	Sashyakela
93				1	Barsuan -2
94				1	Raikela
95				1	Damalu
96				1	Barsuan-3
	Total	9	4	96	

Champa Babu Mahanta  
**Secretary**  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

Samdhya Rajput  
**President**  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

## CLF/GP WISE VACANCY DETAILS FOR DIFFERENT POSITIONS UNDER BLF, LAHUNIPARA

SI No	Name of the GP	MBK	Bank Mitra	CRP-CM	
				Vacancy	Name of the CLF/Village
1	Khuntgaon	1	1 (UGB, Khuntgaon)	1	Nuadihi
2				1	Khuntgaon-A
3				1	Sadhubahal
4				1	Kantakudar
5				1	Poigaon
6				1	Khuntgaon-B
7				1	Jodibahal
8				1	Suarpali
9	Kudheikela	1	0	1	Ulsurei
10				1	Kudheikela
11				1	Bilapada
12				1	Ganighasa
13				1	Dalamkucha
14				1	Ghatital
15				1	Guhaldihi
16				1	Haldikanchi
17	Kaleiposh	1	1(SBI Ulsurei)	1	Sankendudihi
18				1	Nuapada
19				1	Thenteiposh
20				1	Katupada & Raghuaposh
21				1	Kenapali
22				1	Budhipali
23				1	Kaleiposh
24				1	Kendudihi-1
25				1	Paragposh
26				1	Dhamanadhar
27				1	Kumbhardihi & Thakurpali
28				1	Kendudih-2
29	Mahulpada	1	0	1	Mahulpada-1
30				1	Derula
31				1	Jagati
32				1	Badbil
33				1	Mahulpada-2
34				1	Madalia

Champabati Mahanta  
Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

Samdhya Rajput  
President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara



35				1	Mahulpada-3.
36				1	Derula
37				1	Mahanta Tangarpalli
38				1	Lauposh
39				1	Nandapada
40				1	Kisantangarpali
41				1	Amrudi-1
42				1	Rengalbeda
43				1	Amrudi-2
44	Sankhaposh	1	0	1	Sankhaposh
46				1	Sagadiaposh-1
				1	Sagadiaposh-2
47				1	Ghusuriposh
48				1	Bhaliadihi
49				1	Lamsi
50				1	Arjunchuan
51				1	Tetengagila
52				1	Belmara
53				1	Matikhani
54				1	Guhalandha
55				1	Barchuan
56				1	Dalaisera patharpunchi
57	Dalaisera	1	0	1	Dalaisera Ekpaldi
58				1	Rengali
59				1	Banki
60				1	Jinkela
61				1	Budhakhaman
62				1	Lunga
63				1	Dhokamunda
64				1	Kurda-1
65				1	Kurda-2
66				1	Baldihi
67				1	Kadodihi & Madhupur
68				1	Brahmanigaon
69				1	Belkudar
70	Kurda	1	0	1	Lafei
71				1	Nischintpur munda gaon-1

Champabati mahanta  
Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

Samdya Rajput  
President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

72			1	Nischintpur munda gaon-2	
73			1	Khendraposh & Ramaruda	
74			1	Hatibahal	
75			1	Jaldihi	
76			1	Talkudar and Fuljhar	
77			1	Bhaliadihi & Gundhichanali	
78			1	Darjing	
79			1	Saieipali	
80			1	Gauduniposh	
81			1	Birtola	
82			1	Ludhuni	
83	Darjing	1	1 (SDCCB, Lahunipara)	1	Koilijhar
84				1	Kariadihi
85				1	mahischhapal
86				1	Thiaberna
87				1	Sahajbahal
88				1	Balisuda & Kudapada
89				1	Barsuan-1
90				1	Langalkata
91				1	Tinko
92	Sashyakela	1	1 (SBI Barsuan)	1	Sashyakela
93				1	Barsuan -2
94				1	Raikela
95				1	Damalu
96				1	Barsuan-3
Total		9	4	96	

Chempabakti Mahanta

Secretary  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

Samadhyarajput  
President  
Naba Diganta Mission Shakti  
Mahasangha, Lahunipara

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**ANNEXURE-II APPLICATION FORM FOR COMMUNITY SUPPORT STAFF**

Position applied for –

Name of the CLF: \_\_\_\_\_ Name of the GPLF: \_\_\_\_\_

Name of the Bank Branch (Bank Mitra): \_\_\_\_\_ Name of the Block: \_\_\_\_\_

A		Personal Information	
1	Full Name of the Applicant		<i>Paste recent size colour photograph</i>
2	Sex		
3	Full Name of Father/ Husband		
4	Full Name of Mother		
5	Date of Birth (DD/MM/YYYY)		
6	Age as on date of issue of notice (in Completed Years)		
7	Social Category (Please tick valid option)	Gen ( ) / SEBC ( ) / SC ( ) / ST ( ) / Minority ( )	
8	Economic Category (Please tick valid option)	Poor ( ) / EPVG ( ) / Ration Card holder ( ) / BPL ( ) / Annual Income less than Rs.60,000/- ( )	
9	Special Category (Please tick valid option)	PwD ( ) / Orphan ( ) / PVTG ( )	
10	Current Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin		
11	Permanent Address with name of Village, GP, Post Office, Police Station, Block, District, State, Pin		
12	Telephone/mobile Number (Mandatory)		
13	Alternate telephone/mobile Number (Optional)		
14	Email ID (optional)		

**B.** Educational Qualification *(Self attested photocopy of Certificates & Marksheets to be*

attached)							
Sl. No.	Degree/Diploma/ Certificate Course/ Any other	Total Marks	Total Marks secured	% of marks secured	Institution / College/ School	University / Board	Year of Passing
1	10 <sup>th</sup> Class						
2	12 <sup>th</sup> / Intermediate/ +2						
3	Graduation (Specify)/ +3						
4	Post Graduate (Specify)						
Any other qualification, ITI/additional degree, diploma/ degree/ certificate course. If Yes, mention below							
5							
6							
7							
8							

C. Experience (Self attested photocopy of experience certificates and relevant documents to be attached)					
Sl. No.	Area of Experience	Name and address of SHG/ CLF/ GPLF/Department/ Organization/ govt. recognized Institution associated with	PERIOD		Total Period (In Years/ Months)
			From (MM/YYYY)	To (MM/YYYY)	
1					
2					
3					
4					

D.	Language Proficiency (Put Tick Mark ✓ in appropriate column)
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Sl. No.	Language	Read	Write	Speak
1	Odia			
2	Hindi			
3	English			
4	Any Other (Specify)			

Documents attached (refer to *Annexure-III* to know type of documents to be attached)

Sl No.	Name of Document attached	Sl No.	Name of Document attached
1		7	
2		8	
3		9	
4		10	
5		11	
6		12	

**Declaration**

*I do hereby, declare that information submitted by me is true to, the best of my knowledge. I understand that, in case of false information, my candidature will be rejected at any given point of time and I am also liable for appropriate action.*


Date

Place

Signature

**ANNEXURE-III CHECKLIST OF DOCUMENTS TO BE SUBMITTED**

Sl. No.	Parameter	Self-Attested Documents to be submitted
a.	b.	c.
1.	Address Proof	Resident Certificate/Aadhaar Card/ Voter ID/ Electricity/ Water Bill/ Ration Card
2.	Identity Proof	Aadhaar Card/Voter ID/PAN Card/ Driving License/ Ration Card with Photo
3.	Age Proof	Birth Certificate/ 10 <sup>th</sup> class certificate
4.	Educational Qualification	Mark sheet/ Board Certificate/ Diploma/Degree Certificate/ Post graduate certificate/ Any other qualification certificate from approved recognized institution
5.	SHG Member	Letter from President/Secretary of concerned SHG
6.	Social Category (SC/ST/Minority)	Caste Certificate
7.	Economic Category (Poor/EPVG (SECC 2011 Census data)	PIP Under OLM as per SECC-2011
8.	Ration card holder	Ration card issued by Competent Authority
9.	BPL	BPL card issued by Competent Authority
10.	Annual Income less than Rs. 60,000/	Income Certificate issued by Tahasildar
11.	Person with Disability	Disability Certificate from concerned government department
12.	Orphan	Orphan certificate from concerned Tahasildar (staying at home)/ DCPO (staying at child care institution)
13.	PVTG	Caste Certificate
14.	Community Cadre in intensive village/ GP under OLM	Letter from concerned CLF President/Secretary (in case of CRP-CM), GPLF President/Secretary in case of MBK, Bank Mitra, CRP-EP mentioning period for which candidate is/was engaged in intensive village/ GP under OLM
15.	CRP for mobilization round/ Senior CRP under OLM	Letter/ Certificate from BMMU/DMMU/SMMU, OLM mentioning the period of engagement

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**Acknowledgement**

Application No: \_\_\_\_\_

I Ms/Smt..... acknowledge receipt of application of  
Ms/Smt..... for the position of ..... for  
..... CLF ..... GPLF.....  
under.....BLF on date..... at .....

*Full Name & Signature of receiver*

*With seal and stamp*