



ଓଡ଼ିଶା ରାଜ୍ୟ ମୁକ୍ତ ବିଶ୍ୱବିଦ୍ୟାଳୟ, ସମ୍ବଲପୁର, ଓଡ଼ିଶା
Odisha State Open University, Sambalpur, Odisha
Established by an Act of Government of Odisha.

TERMS AND CONDITIONS

**Following are the Terms and Conditions for engagement of
Junior Executive(NonAcademic-Technical)**

1. The engagement is purely temporary on contractual basis. No claim for any permanent post in the Odisha State Open University will be entertained in future.
2. The engagement is for a period of one year. During this period one may leave the assignment by giving one month notice. In case the University is not satisfied with the performance one month notice will be served before issuance of termination letter.
3. Further extension / renewal may be considered on satisfactory performance of the work assigned and as per the requirement of the University.
4. Person with adequate experience in development, installation and maintenance of Computer Hardware and Software, University's web-site, networking, multimedia and digital security shall be preferred as non-academic technical staff. In addition to above, knowledge of E-Learning in the LMS platform shall be given preference. Technical staff with adequate knowledge in computer integrated accounting shall be engaged in the Financial Management System of the University.
5. They will perform any other work assigned to them by the University from time to time.
6. They will be paid remunerations as per the University Rules.
7. Office timing and holidays, as prescribed by Government of Odisha, shall be applicable to them. However, persons willing to work beyond office hours and on holidays to build up a new University shall be preferred.

A. P. Singh
29/10/2020

Their place of posting will be at the University headquarters, Sambalpur.

9. In case of their selection, they have to sign a contract and the contract period will start from the date of their actual joining the University.

Post required to be filled up:

Eligibility Criteria:

Essential:

Bachelor Degree in any discipline.

Desirable:

Sound knowledge in Computer Hardware/Software/Multimedia/Accounting package and E-learning.

Knowledge in above will be given preference.

Note: No TA & DA will be provided for appearing in the interview

Dr. Prasenjit
29/10/2020

Registrar

OSOU