

**STATE SELECTION BOARD
DEPARTMENT OF HIGHER EDUCATION
GOVERNMENT OF ODISHA
BHUBANESWAR – 09**

Website: - www.ssbodisha.ac.in/ E-mail: - ssbdeptofhe@gmail.com

No. SSB (EX) 12/2024 820 / SSB, Dated 15/05/25

Notice

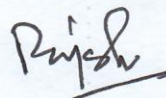
It is for information of all concerned that the candidates bearing the following Roll Numbers have been provisionally shortlisted for verification of documents to determine their eligibility for recruitment to the post of Non-teaching Posts (Junior Assistants) in Govt. degree colleges of Odisha Advertisement No. 03/2024, Dt. 06.03.2024.

The shortlisting has been done on the basis of the marks secured by the candidates in the written examination (as per the revised Answer Keys recommended by the Subject Experts after examining the objections raised by the candidates). **The following short-listed candidates are required to reach by 10.30 A.M. on date 23.05.2025 at SSB office, Bhubaneswar without fail for verification of documents.**

List of original certificates / documents / testimonials to be produced during the time of verification

(Candidates are also required to submit a set of self-attested photocopies of all the following documents as applicable during the time of verification)

- i. **Attestation Form** duly filled in (Attestation Form is available in SSB website)
- ii. Hard copy of online **Application Form**.
- iii. **ID proof** (i.e Aadhaar, PAN card, Driving license, Voter Id, etc.) issued by any Govt. authority for verification of identity
- iv. **H.S.C./10th** or equivalent certificate and mark sheet in support of date of birth and percentage of marks issued by the concerned Board / Council.
- v. Higher Secondary (+2/12th) certificate and mark sheets in support of percentage of marks / division / class.
- vi. Graduation (+3) / equivalent degree certificate with the proof of basic skill in computer and Information technology for Junior Assistant and the corresponding marksheets in support of percentage of marks / division / class and distinction.
- vii. If a candidate claims to possess qualification, equivalent to the prescribed qualification, have to produce proof of equivalence from any recognised University/ Board of State of Odisha and Affiliation of their Institution to a recognised University/ Board failing which their candidature will not be considered for selection.
- viii. Candidates having C.G.P.A. in graduation marksheet/ certificate, they need to provide their marks/ conversion in percentage form.
- ix. Two recent **passport size photographs** similar to the one uploaded in the online application form mentioning his / her name and Roll number at the back.
- x. **Conduct Certificate** issued by the College / University / Institution last attended.
- xi. **Caste Certificate** issued by appropriate authority (wherever applicable)
- xii. **Required Odia pass certificate issued by the Principal / Headmaster of the School/ the department of School and Mass Education indicating that the candidate has passed Odia in M.E. Standard** (who has not Odia as a subject in 10th standard).
- xiii. **Discharge Certificate** issued by the Commanding Officer of the Unit last served wherever applicable.
- xiv. **Disability Certificate** (indicating percentage of disability) of PwD candidates issued by the concerned Medical Board, wherever applicable. The cases of PwD candidates shall be referred to Appellate Medical Boards constituted by SS & EPD Department vide Notification No.9789, Dt. 21.12.2021 for re-examination. Their names shall be



- recommended to the Government only after receipt of authentication report from the Appellate Medical Boards regarding their disability.
- xv. **Identity Card** of Sports Persons issued by the Secretary or Director of Sports, Odisha, wherever applicable.
- xvi. **No Objection Certificate** (NOC) issued by the competent authority, wherever applicable.
- xvii. The qualification claimed by the candidate must have been attained by the last date of submission of online application form.
- xviii. Candidates claiming to be belonging to **ST / SC category** of Odisha by birth are required to submit a copy of relevant Caste Certificate as mentioned in their application forms issued by the competent authority in the prescribed form. Candidates of SEBC category must submit a copy of recent SEBC Certificate issued by the competent authority within the last three years by the closing date for submission of online application form. The competent authorities are: Collector & District Magistrate, Addl. District Magistrate, Sub-Divisional District Magistrate, Sub-Collector, Revenue Officer not below the rank of Addl. Tahsildar of Govt. of Odisha.
- xix. **OBC Certificate** will not be accepted in lieu of SEBC Certificate.
- xx. A Candidate who has more **one spouse living** will not be eligible for appointment unless the State Government has exempted his/her case from operation of this limitation for any good and sufficient reasons.

Note:

- (a) Candidate must submit the required documents (in Original as well as a set of self-attested photocopies) during certificate verification as mentioned above, failing which their candidature for the post shall be rejected. After verification (on the same date) original documents will be returned to the candidate.
- (b) **It is made clear that your candidature for the recruitment is purely provisional. The candidature is liable for rejection in the event of inadequacy/ deficiency found at any stage during or after the selection process and is subject to fulfilment of the terms and conditions laid down in the advertisement. Mere participation in the document verification does not reserve any right for selection.**

Junior Assistant

Roll Numbers of Provisionally Shortlisted Candidates				
3BS1100235	3BH1100406	3BH1101324	3BH1103410	3BH1100060
3BH1103104	3BM1100419	3BH1100635	3SP1100684	3SP1100308
3BH1103445	3SP1100153	3BH1103163	3BM1100150	3BH1102202
3BH1101272	3BH1103050	3BH1102340	3BH1103641	3JP1100053
3BH1103606	3BH1101749			

[Signature]
Secretary
15/5/25
State Selection Board