



ODISHA STAFF SELECTION COMMISSION
Barrack No.1, Unit – V, Bhubaneswar – 751054

No.IIE-159/2015- 683 /OSSC

Date: 11.02.2020

Notice

Pursuant to Advertisement No. 5389/OSSC dated 19.12.2015 for the post of **Data Entry Operator (HOD) -2015** and in continuation to Commission's Short Notice No. 585/OSSC dated 06.02.2020, it is hereby informed to all concerned that the BIO-DATA-CUM-ATTESTATION FORM for verification of documents for the above post has been uploaded in the official website of the Commission "www.osscc.gov.in". The candidates concerned are informed to download & submit the same duly filled in with full signature at the designated space before the Verification Board on the date & time of certificate verification with all other requisite certificates/documents in original as per admission letter along with a set of xerox copy of the same for verification at this end.

By order of the Commission

P. S.
11.02.2020
Secretary (I/C)

BIO-DATA-CUM-ATTESTATION FORM
Certificate verification for the post of Data Entry Operator (HOD)-2015
(Advertisement No. 5389/OSSC dated 19.12.2015)

1. Post applied for:-Data Entry Operator (HOD)-2015.

2. Date of Certificate Verification _____

3. Roll Number: _____

4. Name : _____

5. Sex: Male / Female

6. Date of Birth _____ (dd/mm/yy) Age as on 01.01.2015 : _____ yrs _____ mths

7. Address

Permanent	Present

8. Tel. No.:STD Code _____ Number _____ Mobile No. _____

9. E-mail Address : _____, Marital Status _____

10. Category : _____ (SC/ ST/ SEBC/ UR)-

11. Sub-caste:- _____ (for SC/ST/SEBC candidates)

12. Special Category: (PWD/Ex-Serviceman/

13. If PWD, mention sub category:-

14. If Ex-serviceman, mention (i)Date of Joining _____ (ii)Date of Discharge :- _____
(iii) Period of service rendered in Armed Forces _____.

15. Whether availed Ex-serviceman benefit previously. If yes give details :-

16. Father's Name & Occupation _____

17. Husband's Name & occupation (for married women candidate) _____

18. Place of Domicile (Native) : Vill./Town _____, P.S. _____ District _____ State _____

19. Educational Qualifications – From 10th Standard onwards

Qualification	Name of the Board / University	Month & year of Passing	Mark Secured (Without extra optional)	Total Marks (Without extra optional)	% of Marks	Division	Remarks (For use of OSSC)
10 th / Matriculation							
+2 or equivalent							
Computer Qualification (DCA/PGDCA/ 'O' Level Exam./OS-CIT							

20. Additional Information regarding experience from past service if any :- (For In-service contractual Employees)

Sl. No.	Name of the Employer Office/Organisation etc.	Designation /Post held	Period of Service		Nature of Duties Performed	Finance Department Approval details
			From	To		

21. The detail of self attested certificate/documents submitted by me at the time of certificate verification is as follows.

- (i) Admission Letter for Certificate Verification
- (ii) OSSC Copy of the Application Form
- (iii) H.S.C. or equivalent Examination Pass Certificate
- (iv) H.S.C. or equivalent Examination Mark sheet
- (v) +2 or equivalent Certificate
- (vi) +2 or equivalent Mark Sheet
- (vii) Computer qualification certificate & mark sheet.
- (x) Valid Caste Certificate.
- (xi) Special category certificate (PWD/Ex-serviceman/Sports Person)-
- (xii) In service appointment order or other relevant documents
- (xiii) Any I.D. Proof issued by Govt. Authority with No-

I _____ son/daughter of _____

Age _____ (on the date of Certification Verification) as per address above, do hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed there in. If the information furnished by me is proved false/ not true, I will have to face the punishment as per law and my candidature for the post will be cancelled.

Signature of the Candidate

Roll No-

Date: