



**ODISHA PUBLIC SERVICE COMMISSION
CUTTACK**

NOTICE
No. 5831 /P.S.C., Dt. 14/08/25
(2PU-01-2025/26, DR-I)

It is for information of all **22 (05-w)** provisionally qualified candidates for recruitment to the posts of **Finance & Accounts Officer in Urban Local Bodies of Odisha Municipal Finance Service cadre**, pursuant to **Advt. No. 39 of 2023-24** that, **Document Verification & Personality Test** for the said post will be held on **25.08.2025** in the Office of the Commission, at 19, Dr. P.K. Parija Road, Cuttack-753001 as per the programme mentioned below:-

Sl. No.	Roll No. of Candidates	Date of Document Verification & Personality Test	Time of Reporting by the candidates	Time of Document Verification	Time of Personality Test
1	2	3	4	5	6
1.	100001, 100028, 100066, 100090, 100100, 100141, 100142, 100166, 100168, 100176, 100182, 100184, 100187 = 13 candidates	25.08.2025	08.00 A.M.	8.30 A.M.	10.30 A.M
	100205, 100218, 100222, 100235, 100259, 100269, 100326, 100350, 100352 = 09 candidates		12.00 P.M.	12.30 P.M.	2.30 P.M.


The candidates are required to produce following Original Documents along with a set of self- attested photocopies of all Certificates/Documents at the time of Document Verification failing which their candidature will be rejected.

1. **Hard copy** of online application form duly signed in.
2. **Attestation Form** and **Bio-data Form**.
(To be downloaded from the website of the Commission)
3. **H.S.C. or Equivalent Certificate** in support of declaration of age.
4. **Intermediate/+2/Diploma Examination Certificate** issued by the concerned Board/ Council.
5. **Bachelor's Degree Certificate** from a recognized University.
6. Certificate showing **completion of CA under ICAI or CWA from ICWAI**.

P.T.O.

7. Computer Qualification Certificate from a recognized College or Institution.
8. **Marksheets** of the above examinations passed (**HSC to CA/CWA**).
9. Conversion Certificate wherever applicable.
10. **Odia Test Pass Certificate**.
11. **SC/ST Caste Certificate** in support of claim as SC/ST issued by the Competent Authority within the closing date of submission of Online Application, wherever applicable.
12. **SEBC Certificate** issued by the Competent Authority within the last three years by the closing date of submission of Online Application, wherever applicable.
13. **Discharge Certificate** in case of Ex-Servicemen issued by the Commanding Officer of the Unit last served. Also, Ex-Servicemen candidates must furnish an Affidavit regarding not being appointed against any Civil Post (Format of Affidavit is enclosed as Annexure-I to this Notice).
14. **Permanent Disability Certificate** (indicating percentage of permanent disability i.e. 40% or more) issued by the concerned Medical Board, wherever applicable.
15. Sports Identity Card/Certificate issued by the Director of Sports, Odisha, wherever applicable.
16. If a candidate claims to possess qualification, equivalent to the prescribed qualification, the rule/authority (with number & date) under which it is so treated, must be furnished along with the hard copy of the online Application.
17. **Four recent passport size photographs (unsigned and unattested)**, which has been uploaded with Online Application Form.
18. **No Objection Certificate** (in case of in-service candidates), wherever applicable.
19. **Document in support of Identity**. (Aadhar/ DL/ Pan Card/ Voter ID card).
20. Any other document as mentioned in Para-10 of Advt. No. 39 of 2023-24.

The candidates are required to mention "**Submitted by me and Certified as genuine and has not been cancelled**" and put their **full signature and date** on the same.


Secretary
14.08.25

ANNEXURE-I

AFFIDAVIT

I,....., S/O....., aged
about.....years, resident of
Roll No....., for recruitment to the posts of
do here by solemnly affirm and declare as under:

1. That I am the deponent of this affidavit and permanently residing at
.....
2. That I have been released from Military Service
on.....
3. That since then I am working asunder the Department
of..... Govt. of Odisha/Govt. of India.

OR

That since then I am working as at
.....
.....

OR

That I have not secured regular employment in any Civil Posts and Services under
Government of Odisha.

4. That this affidavit shall be produced before the Competent Authority, Odisha Public Service
Commission, Cuttack for the purpose of being considered in service under the Ex-
Serviceman quota/ not under Ex-Serviceman quota and hence this affidavit.
5. That the facts stated are true to the best of my knowledge, belief and information.

Deponent

Place:

Date:

Verification

I the above named deponent being present today before the
..... premises do hereby verify and declare that above statements are all
true and correct to the best of my knowledge and belief.

Verificant

I identify the deponent

N.B: Strike off the portion which is not applicable.