

Letter No-Y25/CAST/605

Date: 05/01/2026

TO

**THE DISTRICT e-GOVERNANCE MANAGER (DeGM)
COLLECTORATE, Jajpur
(Through the CDVO, Jajpur)**



SUB: Request for uploading of advertisement on engagement of “**Animal Helpline (AHL) Doctors, Assistants, Attendants and Drivers**” to run the **Animal Helpline with Ambulance Service** in Jajpur Municipality under District SPCA, Jajpur in the district website.

Respected Sir,

In inviting a reference to the subject cited above, I am to send herewith a “Draft Advertisement” regarding the invitation of application from the eligible candidates for the engagement of the above mentioned posts in Jajpur district vide EOI reference no-4568 dated on 07/11/2024 and MoU reference letter no-45 dated on 03/01/2026

You are therefore, requested to kindly upload it as a short notice in the Jajpur District Official Website from **05.01.2026 to 12.01.2026** for wide publicity.

ADVERTISEMENT

Applications are invited from the eligible candidates (skilled manpower) for the following posts mentioned below, for temporary and contractual engagement through the FNGO “CAST”, Cuttack under the guidelines of District SPCA, Jajpur through the Directorate of Animal Husbandry and Veterinary Services (AH & VS), Odisha, Cuttack.

Name of the Post	No. of Post	Qualification(s) & Experience	Remuneration (In Rs.)
Veterinary Doctors	2	<p>(a) Graduate in Veterinary Science & Animal Husbandry from a recognized College/University. (b) Registered and valid practitioner with Odisha Veterinary Council (c) Age not above 65 years (d) ME Standard Certificate with Odia language (e) Work Experience in Animal Welfare Service.</p> <p>N:B Preference will be given to the Retired Veterinary Doctors or fresh doctors</p>	₹61,272/- (Including All Statutory Charges like GST, Service Provider Charges, Administration, EPF, ESI, TDS etc.)

AHL Assistants	2	<p>(a) +2 Science or 2-year Diploma in Animal Sciences or 2 years vocational course in Animal Husbandry/Dairy/Poultry/Animal Production from a recognized educational institution. (b) Age not above 55 years. (c) ME Standard Certificate with Odia language. (d) Work Experience in Animal Welfare Service.</p> <p>N:B Preference will be given to the experience candidates having +2 Science with Vocational Course in Animal Husbandry/Animal Science etc.</p>	₹26,959/- (Including All Statutory Charges like GST, Service Provider Charges, Administration, EPF, ESI, TDS etc.)
AHL Attendants	2	<p>(a) 10th Pass/HSC Pass from the BSE/CBSE/ICSE Board. (b) Age not above 55 years. (c) Physically fit. (d) ME Standard Certificate with Odia language. (d) Work Experience in Animal Welfare Service.</p> <p>N:B Preference will be given to the candidates having more experience in Animal Husbandry/Animal Science etc.</p>	₹17,872/- (Including All Statutory Charges like GST, Service Provider Charges, Administration, EPF, ESI, TDS etc.)
AHL Drivers	2	<p>(a) 10th Pass with Must have valid commercial license (b) Age must be between 18 to 40 years. (c) Physically fit. (d) Have not criminal background (e) More than 5 years of experience in driving commercial vehicles.</p> <p>N:B Preference will be given to the candidates having more experience and good moral character. (without any bad habits)</p>	₹22,223/- (Including All Statutory Charges like GST, Service Provider Charges, Administration, EPF, ESI, TDS etc.)

How to Apply:

The candidates have to apply with our given format for the above mentioned posts
To, The Secretary, Centre for Assistance and Social Transformation (CAST), At-Gayatri Palace, Patara Sahi, Po-College Square, Dist-Cuttack, Pin-753003 through **Speed Post/Registered Post/Courier** on or before **12.10.2026 at 2 pm.** Documents through e-mail, Whats App and by hand cannot be considered. Applications after due date and time will not be accepted and the office is not responsible for any type of postal delay.

The candidates should submit their application duly filled in with **self attested** copies of their Bio-Data along with their educational qualifications, experience certificate, Adhar Card & two passport size photos.

After documents verification, we will inform the short listed candidates for interview by phone with time and date. No TA/DA will be provided for original documents verification and interview.

FORMAT

Application for the post of _____

Advertisement No. _____ / Date: _____

Affix recent
Passport
size
photograph

- 1) Name of the Applicant :
(In Block Letters)
- 2) Father's/ Husband's Name :
- 3) Address for communication with :
Mobile No. & E-mail ID
- 4) Date of Birth (Certificate in support
of date of birth be closed) :
- 5) Age as on:- (01.07.2025) : Years _____ Months _____ Days _____
- 6) Date of Superannuation/
Voluntary Retirement :
(Enclose the copy of PPO)
- 7) List of documents attached :
1)
2)
3)
4)



DECLARATION

I do hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief.

Place:

Date:

Full Signature of the Applicant