



ଜିଲ୍ଲା ପରିଷଦ, ସୁନ୍ଦରଗଡ଼
ZILLA PARISHAD, SUNDARGARH
ORMAS, SUNDARGARH

Panchayati Raj & DW Deptt. Govt. of Odisha,
Sundargarh -770001, Email: dsmssundergarh@gmail.com, Tele / Fax No. 06622-275372

Letter No. 464 /ORMAS

Date 15.10.2026

To,

The DeGM,
Collectorate, Sundaragada

Sub: Publication of recruitment advertisement for 01 no. of post of Accountant under Tangarpali Producer Company Limited (TPCL).

Sir,

With reference to the subject cited above, I am to request you to publish the following recruitment advertisement on the official website of Sundaragada for inviting applications from eligible candidates.

Sl. No.	Name of the Post	Place of Engagement	Reference Letter No. & Date
1	Accountant Tangarpali Producer Company Limited	Tangarpali, Sundaragada	Letter No. 48/26/TPCL Dt. 12/10/2026

The detailed advertisements containing the eligibility criteria, terms and conditions, application procedure and other relevant details are enclosed herewith for necessary publication.

Therefore, it is requested to publish the above advertisements on the District Sundaragada website at the earliest.

Encl: As above

Yours faithfully,


Chief Development Officer cum EO,
Zilla Parishad, Sundaragada

CC:

Copy forwarded to Managing Director Tangarpali Producer Company Limited (TPCL) for kind information.

TANGARPALI PRODUCER COMPANY LIMITED, TANGARPALI

CIN - U01611OD2023PTC042676

Regd. Office- Tangarpali Producer Company Limited, Tangarpali, Sundargarh (770011)

Formed Under "Promotion and Formation Of 10k FPOs" Promoted By ORMAS

Email- tpcl2k23@gmail.com

Letter No - 47/26/TPCL

Date-12/10/2026

To

The Deputy CEO

ORMAS, Sundargarh

Subject: Request for uploading Accountant Recruitment Advertisement on the District portal.

Respected Sir,

With reference to the subject cited above, I am writing to formally request your support in recruiting an accountant for Tangarpali Producer Company Limited, formed under the Formation and Promotion of 10,000 Farmer Producer Organizations (FPO) Scheme and promoted by ORMAS. This recruitment is essential for ensuring the smooth financial and operational management of the company.

As per the guidelines, an advertisement notice for the recruitment of an accountant has been prepared, a copy of which is attached for your kind reference. We seek your approval and guidance to proceed with publishing the advertisement and initiate the recruitment process.

Furthermore, you are requested to upload this advertisement notice on the district website for wider publication and to ensure broad visibility.

Tangarpali Producer
Company Limited, Tangarpali,
Sundargarh
Managing Director

Yours sincerely,

Managing Director, TPCL

Copy communicated to-

1. BDO/ABDO, Tangarpali for information. They are requested to publish this advertisement on their block notice board for wide publication among the candidates.
2. CDO-cum-E0, Zilla Parisad, Sundargarh for kind information

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CIN - U01611OD2023PTC042676

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Email- tpcl2k23@gmail.com

Letter No - 48/26/TPCL

Date-12/10/2026

ADVERTISEMENT FOR THE POST OF ACCOUNTANT

INTRODUCTION & BACKGROUND:

Tangarpali Producer Company Limited (TPCL) was established under the Companies Act 2013, in the year 2023 with the support of ORMAS & District Administration, Sundargarh. The primary objective of TPCL is to enhance the livelihoods of rural producers by creating better opportunities. TPCL specializes in the procurement, value addition, and marketing of agricultural products. The core ethos of TPCL is to provide comprehensive support, including forward and backward linkages, to the producers through the Women Self-Help Groups (WSHG)/Producer Groups and cluster approach.

Positions	No. of vacancies	Qualification	Max. Age Limit	Experience	Salary (Per Month) INR)
Accountant	01	10 +2 with Mathematics as a compulsory subject or alternatively with Commerce or Accountancy background. - Knowledge of Accounting software (TALLY) etc. is a must needed. - If any member of SHG or her family members meet the above criteria, they may be considered preferably in the process.	35 years	1 + years of work experience as an Accountant handling financial transactions with exposure to accounting software	10,000/- (Consolidated)

Job Profile

1. Recording daily business transactions of the FPO in accounting software.
2. Inventory Management.
3. Assets Management.
4. Dealing with Banks and maintaining bank transaction records.
5. Preparing financial records for auditing.
6. Managing compliance with applicable tax laws and statutory requirements.
7. Maintaining cash book, ledgers, vouchers and other financial records of the FPO.
8. Preparing bank reconciliation statements.
9. Maintaining records of share capital, shareholders and related financial transactions.
10. Preparing expenditure statements, Utilization Certificates (UC) and financial reports as required.
11. Assisting in the preparation of budgets and audit-related documents.
12. Maintaining proper records of bills, invoices, receipts and payments.
13. Submitting periodic financial reports to the CEO and Board of Directors.

Designation	Accountant
Qualification	• 10+2 with Mathematics as a compulsory subject or alternatively with Commerce or Accountancy background. • Knowledge of Accounting software (TALLY) etc. is a must. • If any member of SHG or her family members meet the above criteria, they may be considered preferably in the process
Experience	1 + years of work experience as an Accountant handling financial transactions with exposure to accounting software
Age	Maximum 35 Years
Monthly Salary	Rs. 10,000/- per month (Consolidated)
Required position	1 (One)

HOW TO APPLY:

1. The last date of receipt of applications for the above post(s) is 30/10/2026 up to 5:00 PM; The Applications can be submitted through Registered Post to the address given below. Candidates should note that incomplete applications or applications received after the due date and time are liable to be rejected summarily.

Address: To The Block Development Officer (BDO), Tangarpali Block Office At/P.O. Tangarpali, Block – Tangarpali, District Sundargarh, Odisha – 770011 For email- tpcl2k23@gmail.com

1. Self-attested Hard copy of Documents in support of Identity, Qualifications, Experiences, age proof certificate, caste certificate, etc. to be sent with the application form through Registered Post to the address given above.
2. Candidate can also send their Resume /CV by Email to our official mail- tpcl2k23@gmail.com

3. Candidates shall have a valid personal email (ID) and mobile number which should be kept till the recruitment process is over.

PLACE OF POSTING: The place of posting for the Accountant will be at the Tangarpali Block, Sundargarh, Odisha.

1. Details of role, responsibilities, qualifications, and other eligibility criteria for the Post and application forms are available on the notice board of Zilla Parishad Office, Sundargarh. Also, it is available on the district website <https://sundargarada.odisha.gov.in/>. Interested candidates can download the details.
2. Documents in support of identity, qualifications, experience, etc. must be produced in 'originals' as and when required.
3. The selection process will consist of shortlisting of candidates based on academic qualifications, experience, telephone interview, and Written Ability Test followed by a personal interview.
4. The Educational Qualification should be from approved recognized institutions and only prescribed Post Educational work experience will be counted/taken into consideration.
5. Only shortlisted candidates will be informed about further selection processes through text messages and email. Applicants should ensure that the mobile number and email ID given in the application form are active.
6. The FPO reserves the right to reject any or all applications and to amend or withdraw any clause of the advertisement.
7. The last date for receipt of applications for the above-mentioned post is **30/10/2026** up to **5:00 PM**. Applications must be submitted by registered post to the address mentioned on page No 2. Candidates should note that incomplete applications or applications received after the due date and time are liable to be rejected summarily.

Selection Procedure:

The selection process will consist of shortlisting candidates based on their academic qualifications, experience & skills, followed by a Computer Test and a personal interview. The MD & BODs of the Company reserves the right to cancel the Advertisement or the Selection process if no suitable candidate is found.

Tangarpali Producer
Company Limited, Tangarpa.
Hushabir Patel
Managing Director
Managing Director, Tangarpali
Producer Company Limited

BIODATA

PHOTO

1. Personal Details

Title	(FIRST NAME)	(SURNAME)
NAME OF THE POSITION APPLIED FOR		
Address		
Present	Permanent (Not necessary, if the Present Address and the Permanent Address are the same)	
Mobile Number:		
Alternate Contact Number (If available):		
Email Address:		
Date of Birth: (DD/MM/YYYY):		
Category (ST/SC/SEBC/General):		

2. Educational Qualification (10th Standard onwards)

Qualification	Institution	Board/University	Year of Completion	Division	Percentage of Marks

- Where only division or grade is awarded, the candidate is required to convert it in terms of percentage (documentary proof in support of the conversion of Grade into %marks should be attached)
- Self-attested Xerox copies of all mark sheets of all examinations shall be submitted at the time of verification.
- If conversion in percentage and your total marks are not given, the point in the respective qualification may not be taken into consideration.

3. Other training/qualifications including relevant short training courses:

Course	Duration	Institution	Details

4. Employment/Experience Details:

Name and Address of the Employer	Designation	Duration		Experiences in Month	Description of Duties
		From	To		

N.B. Experience certificate shall be obtained from the employer & self-attested Xerox copy of the same shall be submitted at the time of verification.

5. Language Proficiency: (Please tick in the appropriate box)

Language	Speak	Read	Write
English			
Hindi			
Odia			
Any other (Please Specify)			

Declaration:

I do hereby declare that all statements/information made in the application form are true, complete, and correct to the best of my knowledge and belief. In the event of any information being found to be false or incorrect at any point in time, my candidature/ engagement will be canceled/ terminated without any further notice.

Signature of the Applicant

Date -

Place-

*Canvassing for employment in any manner will be liable for disqualification.