

# PUBLIC SERVICE COMMISSION, WEST BENGAL

161-A, S.P. Mukherjee Road, Kolkata – 700 026

## Advertisement No. 4/2009

Applications in the prescribed format given below are invited from Indian citizens and such other nationals as are declared eligible by Govt. of India for the undermentioned posts (also panels) (vacancies may increase).

**N.B. :** ABILITY TO READ, WRITE AND SPEAK IN BENGALI IS AN ESSENTIAL QUALIFICATION FOR RECRUITMENT TO ALL POSTS AND SERVICES MENTIONED BELOW. PROVIDED THAT THE SAID COMPULSORY REQUIREMENT OF KNOWLEDGE IN BENGALI IS NOT APPLICABLE FOR NEPALI SPEAKING CANDIDATES FROM THE HILL AREAS OF THE DISTRICT OF DARJEELING. THIS WILL BE TESTED AT THE TIME OF INTERVIEW.

All the posts at Item No. A are permanent and at Item No. B to G are temporary but likely to be permanent.

**A.** **ASSISTANT MISTRESS** in the undermentioned subjects (**Bengali Medium**) [Men unsuitable].

- i) **BENGALI** : **One** (Reserved for S.T. candidates)  
ii) **ECONOMICS** : **One** (Reserved for B.C. candidates)

**PAY** : Rs. 6,000/- - Rs. 12,000/- (Unrevised) for candidates with Master's Degree and Rs. 5,500/- - Rs. 11,325/- (Unrevised) for candidates with Honours Degree.

**QUALIFICATIONS : Essential:** i) Second Class Honours or Second Class Master's Degree in appropriate subjects viz. **Bengali or Economics** as the case may be; ii) Knowledge in Bengali – Spoken and Written.

**DESIRABLE:** Degree in Teaching/Education or its equivalent (candidates not possessing this qualification may apply but if selected will draw the initial Pay of time scale on an ad-hoc basis till obtaining the same).

**AGE:** Not more than 32 years on 01.01.2009,. relaxable upto 35 years for specially well-qualified and experienced candidates and for persons holding substantive appointment in the teaching branch of Education Department, West Bengal.

**N.B. :** i) Selected candidates may be posted in any Government School/Madrasah in West Bengal and their services are transferable; ii) The posts are borne in West Bengal Subordinate Educational Service.

**B.** **SUB-INSPECTOR OF SCHOOLS** in the West Bengal Sub-ordinate Educational Service : **204** [37 reserved for S.C., 36 for S.T.,13 for B.C. and 5 for Persons with Disabilities (2 for Persons suffering from Blindness or Low Vision, 1 for Hearing Impaired and 2 for Persons suffering from Locomotor Disability or Cerebral Palsy)].

**PAY:** Rs. 5,500/- - 11,325/- (with higher initial starts at Rs. 6,525/-) (Unrevised).

**QUALIFICATIONS : Essential:** i) Second Class Honours or Second Class Master's Degree from a recognised University or equivalent with at least 50% marks in Honours Degree and minimum 55% marks in Madhyamik and 50% marks in Higher Secondary or equivalent from a recognised Board/Council; ii) A Bachelor's Degree in teaching or Education from a recognised University or equivalent; iii) Good knowledge of Bengali/Nepali – Spoken and Written; iv) Ability to undertake extensive tour on official duty.

**DESIRABLE:** i) Teaching experience in Schools; ii) Proficiency in Games and Sports; iii) Ability to organise extra-curricular activities.

**AGE:** Not more than 32 years on 01.01.2009, relaxable for persons holding substantive appointment under Education Departments, Government of West Bengal.

**C.** **HEALTH EDUCATION OFFICER** (Women's Branch) in West Bengal General Service at Dr. H.C. Mukherjee Memorial Health School, Singur, Hooghly under the Department of Health & Family Welfare, Government of West Bengal: **One** (Men unsuitable).

**PAY:** Rs. 5,000/- - 11,275/- (with higher initial starts at Rs. 5,525/-) (Unrevised).

**QUALIFICATIONS : Essential:** i) B.Sc.(Hons.) degree in (Nursing) of a recognised University/Institute **OR** A degree of a recognised University with a diploma in General Nursing Midwifery of a recognised Nursing Council; ii) Diploma in Health Education of a recognised University/Institute; iii) 3 years experience in teaching GNM/ANM Training School; iv) Good power of expression in Bengali – Spoken and Written.

**DESIRABLE:** Experience in community health work.

**AGE:** Not more than 35 years on 01.01.2009 relaxable for person already in Government Service.

**D. PUBLIC HEALTH NURSING OFFICER** (Women's Branch) in West Bengal General Service at Dr. H.C. Mukherjee Memorial Health School, Singur, Hooghly under the Department of Health & Family Welfare, Government of West Bengal : **Two** (Men unsuitable).

**PAY:** Rs. 5,000/- - 11,275/- (with higher initial starts at Rs. 5,525/-) (Unrevised).

**QUALIFICATIONS : Essential:** i) B.Sc. (Hons.) degree in Nursing of a recognised University/Institute; **OR** A degree of a recognised University and a diploma in General Nursing Midwifery of a recognised Nursing Council with a diploma/certificate in Public Health Nursing of a recognised Institute; ii) 5 (five) year's experience in Community Health work; iii) Good power of expression in Bengali – Spoken and Written.

**AGE:** **Not more than 35 years on 01.01.2009** relaxable for persons already in Government Service.

**E. MASTER, PLASTIC PROCESSING OPERATION TRADE** under Department of Technical Education and Training (Training Branch), Government of West Bengal: **Two** (1 each reserved for S.C. & S.T. candidates).

**PAY:** Rs. 4,800/- - 10,925/- (Unrevised).

**QUALIFICATIONS : Essential:** i) A diploma in Mechanical/Electrical/Chemical Engineering recognised by the State Council of Technical Education, West Bengal or All India Council for Technical Education alongwith one year post Diploma qualification in Plastic Mould Design from an Institute recognised by the Government of India, preferably from Central Institute of Plastic Engineering and Technology, Government of India.

**OR**

A degree in Science from a recognised University with Chemistry as one of the subject with one year post Graduate diploma in Plastic Processing Technology from the Central Institute of Plastic Engineering and Technology, Government of India; ii) Five year's working experience in the related field in reputed Industrial concern or Institution; iii) Ability to impart training in Bengali.

**DESIRABLE:** i) Experience in Mechanical, Electrical and Hydraulic controls of compression moulding and extrusion machines (Thermo plastic); ii) Ability to identify different types of plastic, thermoplastic, polysterene, polymer material; iii) Knowledge in maintenance of Plastic Processing machinery and equipment; iv) Experience in preparation of syllabi or teaching aid and instructional materials.

**AGE:** **Not more than 35 years on 01.01.2009** relaxable at the discretion of P.S.C., W.B. for the candidates having higher qualification and/or longer experience than those prescribed.

**F. FEATURE WRITER** in the I.E.C. Division of the State Family Welfare Bureau under the Department of Health & Family Welfare, Government of West Bengal: **One**

**PAY:** Rs. 4,500/- - 9,700/- (Unrevised).

**QUALIFICATIONS : Essential:** i) A post Graduate Degree/Diploma in Journalism/Mass Communication from a recognised University/Institute; ii) Two year's experience in Journalism/Feature Writing in a reputed Newspaper/Magazine; iii) Knowledge of Bengali – Spoken & Written.

**AGE:** **Not more than 35 years on 01.01.2009.**

**G. ASSISTANT EDITOR** in the I.E.C. Division of the State Family Welfare Bureau under the Department of Health & Family Welfare, Government of West Bengal : **One**

**PAY:** Rs. 4,500/- - 9,700/- (Unrevised).

**QUALIFICATIONS : Essential:** i) A post Graduate Degree/Diploma in Journalism/Mass Communication from a recognised University/Institute; ii) Two year's experience in Journalism in a reputed Newspaper/Magazine; iii) Knowledge of Bengali – Spoken and Written.

**AGE:** **Not more than 35 years on 01.01.2009.**

**FEES:** Candidates must enclose with their application a fee of Rs.150/- (Rupees one hundred fifty) only for all the posts by Indian Postal Order which **MUST BE PURCHASED ON A DATE AFTER PUBLICATION OF THIS ADVERTISEMENT** and crossed and endorsed to the Secretary, Public Service Commission, West Bengal, or by a receipted Challan from a Govt. Treasury in West Bengal or the Reserve Bank of India, Kolkata under the head "0051-00-105-State PSC Examination fees-001-Examination fees-16 other fees". The Postal Orders should be made payable at G.P.O., Kolkata. Money Order, Cheque, Bank Draft, Cash etc. will not be accepted. No application will be considered unless accompanied with the requisite application fees. Candidates belonging to S.C./ S.T. of West Bengal and persons with disabilities specified under Persons With Disabilities Rules, 1999 are not required to pay any fee. The application of such candidates will not be accepted if the same is not accompanied with the attested copy of S.C./S.T./Persons with Disabilities certificate. Such exemption of fees is, however, not applicable to any B.C. candidate. No claim for refund of the fee will be entertained nor will it be held in reserve for any other examination.

## INFORMATION

1. Candidates who wish to apply for more than one category of posts should submit separate application alongwith requisite fees for each.
2. The qualifications prescribed in the advertisement are as per the notified recruitment rules issued by Government.
3. All the degrees/diplomas/certificates mentioned in the advertisement must have been obtained from recognised Universities/Institutions.
4. The prescribed 'essential qualifications' are the minimum and mere possession of the same does not entitle applicants to be called in for the interview. Where the number of applications received in response to the advertisement is large and it is not convenient or possible for the Commission to interview all the applicants the Commission may restrict the number of candidates for interview to a reasonable limit on the basis of either qualifications or experience higher than the minimum prescribed in the advertisement or on the basis of a Screening Test /Written Test .
5. In cases where no Division/Class is awarded and only grading is done, exact percentage of marks and conversion formula adopted are to be mentioned with documentary evidence.
6. Where experience of a number of years is prescribed as an item of qualification this would mean only experience/research experience gained in full time employment/research.  
[ Certificate(s) from the Head(s) of Organisation(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month and year) and indicating basic pay and consolidated pay must be furnished together with applications. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s)].
7. Besides pay, the posts carry allowances as admissible.
8. The benefits of reservation of vacancies and upper age concession upto 5 years are admissible only to S.C. and S.T. candidates of West Bengal and upto 3 years to B.C.candidates of West Bengal. S.C., S.T. and B.C. candidates of other States may apply for unreserved vacancies as general candidates. Such benefits are also available upto 45 years for Persons with Disabilities. PROOF OF BELONGING TO AN S.C. OR S.T. OR B.C. OR PERSONS WITH DISABILITY MUST BE SUBMITTED ALONG WITH THE APPLICATION FORM AND NO CLAIM IN THIS REGARD WILL BE ENTERTAINED AFTERWARDS.
9. If at any stage even after issue of a letter of recommendation for appointment a candidate is found ineligible in terms of the advertisement his/her candidature will be cancelled without further reference to him/her.
10. Applications should be sent to **the Secretary, Public Service Commission, West Bengal, 161-A, S.P.Mukherjee Road, Kolkata – 700026** so as to reach him on or before the closing date. Application may also be submitted personally between 11-00 a.m. and 3-30 p.m. on all working days to the above address of the Commission's office on or before the closing date.
11. Completed application must be submitted along with the copies of the following documents either Self Certified or attested by competent authority:  
(i) Madhyamik or equivalent certificate. (ii) S.C./S.T./B.C./Persons with Disability certificate issued by competent authority.  
(iii) Registration certificate for citizenship (if by registration) as required under item 9(b) of the application. (iv) Marksheet and certificate for each examination passed. (v) Experience certificate.
12. **APPLICATION FORMS, NOT PROPERLY FILLED IN OR INCOMPLETE IN ANY RESPECT OR WITHOUT REQUISITE DOCUMENTS WOULD BE SUMMARILY REJECTED.**
13. **SUBMISSION OF MORE THAN ONE APPLICATION FOR A PARTICULAR CATEGORY OF POST IS STRICTLY FORBIDDEN.**
14. Two self-addressed envelopes including one with postage stamp of Rs.5.00 and one self-addressed post card should be enclosed with the application.
15. **CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATE.**
16. **Candidates may obtain the details of the post, information and Application Format through the Commission's Website at <http://www.pscwb.org.in>**
17. **CLOSING DATE FOR RECEIPT OF APPLICATION : The 28th April, 2009.**
18. **CANDIDATES MUST FULFIL THE ESSENTIAL QUALIFICATIONS BY THE CLOSING DATE.**

How to apply: applications should be submitted in format given below: The form should preferably be type written on thick foolscap size (21 cms X 30 cms) white paper. Printed form, if available from private agencies may also be used. In such case the candidate should ensure that its format is exactly the same as published by the Commission.

Advt.No. 4/2009

**APPLICATION FORMAT [Only for Selection(Direct Recruitment)]**  
**PUBLIC SERVICE COMMISSION, WEST BENGAL**  
**161-A, S.P. MUKHERJEE ROAD, KOLKATA – 700 026**

Space for pasting recent Passport size Photograph duly signed by the candidate.

**N.B :** Candidate should fill in the Application form in his/her own handwriting.  
INCOMPLETE APPLICATION OR APPLICATION WITH DEFECT IN ANY RESPECT WILL BE SUMMARILY REJECTED.

1. (a) Name of the post applied for :
- (b) Advertisement No. :
- (c) Item No. :
- 2 (a) Indian Postal Order/Treasury Challan : Rs-\_\_\_\_\_ No.\_\_\_\_\_ date \_\_\_\_\_  
Rs-\_\_\_\_\_ No.\_\_\_\_\_ date \_\_\_\_\_
- (b) Name of issuing Post Office with address :
3. Name in full (in Capital Letters) :
4. Date of birth according to Madhyamik or equivalent examination Certificate :
5. Sex (Male/Female) :
6. (a) (i) Do you belong to S.C./S.T./B.C. of West Bengal ?  
(State 'Yes' or 'No' ) If 'Yes', mention your sub-caste and the State from which S.C./S.T./B.C. certificate obtained :  
  
(ii) Designation of issuing authority of S.C./S.T./B.C. Certificate :
- (b) Are you a Person with Disability (State 'Yes' or 'No' ) :  
(if Yes, specify the category of disability)
- (c) Are you a Govt Servant ? :  
(State 'Yes' or 'No')
7. Postal address in full (in capital letters) to which communication should be sent (mentioning Post Office, Sub-Division, District and PIN CODE). :
8. Permanent address (in capital letters) :
9. (a) Whether citizen of India :  
(Write 'Yes' or 'No')
- (b) Whether a natural citizen or a citizen by registration. (If by registration, attach attested copy of certificate) :
10. (a) Father's Name :
- (b) Husband's Name :

-: 2 :-

11. Do you claim relaxation of age limit ?

If so, state reason :

12. Do you possess qualifications as per advertisement : Yes/No

13. Academic Qualifications (attach extra sheets if necessary)

Name of Examinations passed	Name of Board/University/Institute	Division/Class	Year of passing	% of Marks obtained	Subject(s) taken

14. (a) Do you have the ability to read, write and speak in Bengali :

(Write Yes/No)

(b) Whether you are a Nepali Speaking person from the hill :

area of Darjeeling District(Write Yes/No)

15. Language(s) known

(a) Spoken :

(b) Written :

(c) Mother Tongue :

16. If debarred previously by the Commission from appearing at : Year Examination Roll No.  
any examination/selection – give details

17. If you have, at any time, been employed (including present assignment), give details (attach extra sheet, if necessary):

Name of Post	Institution/Office where employed	Permanent or Temporary	Date of joining (exact date)	Date of leaving (exact date)	Cause of leaving	Pay, Basic pay last drawn and total pay

18. Any other relevant information with reference to the :  
requirement of the post (attach extra sheet, if necessary)

19. List of documents enclosed :

**DECLARATION**

I hereby declare that (a) all statements made in this application are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false my candidature is liable to be cancelled..

\*(b)(Only for candidates serving under Govt./Statutory body/Govt. undertaking) I have informed the Head of my office/Department in writing that I am applying for this post.

\*Strike out if not applicable.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_  
**Signature of the candidate in full**

Note : Attested copy or Self Certified copies of each of the following other than item (vi) must be attached to the application :

(i) Madhyamik or equivalent certificate; (ii) Marksheet for each examination passed;

(iii) S.C./S.T./B.C./Person with Disability certificate;(iv)Experience certificate;

(v) For other documents if any with reference to the requirement of the post applied for &amp;

(vi) I.P.O./Treasury Challan in original for Rs.150/- (for candidates other than S.C /S.T of West Bengal and Persons with Disabilities candidates).