

PUBLIC SERVICE COMMISSION, WEST BENGAL

Advertisement No.19/2011

In continuation to the Commission's earlier Advertisement No.4/2005 (Relating to item 2 for the post of Principal, Govt. College of Art & Craft, Kolkata) published on 19.02.2005 applications in the prescribed format available in Commission's website at <http://www.pscwb.org.in> are invited from Indian Citizens and such other nationals as are declared eligible by Govt. of India for recruitment to a permanent post of Principal, Govt. College of Art & Craft, Kolkata in West Bengal Senior Educational Service.

PAY : (Unrevised) Rs.16,400-22,400/- with higher initial pay of Rs.17,300/-.

- Qualifications : Essential –
- i) Candidate must be an artist who has distinguished himself in one or more branches of Fine Arts, such as painting, sculpture and graphic art with knowledge of art in general and with specialised knowledge of Indian Art.
 - ii) (a) Five years' teaching experience in a reputed school of art.
(b) Adequate administrative experience.
 - iii) A pass in Matriculation or Higher Secondary Examination or its equivalent.
 - iv) Evidence of having outstanding ability in and thorough grasp of the subject or original contribution in the field of any discipline of Art and Craft or active experience in conducting significant research work.
 - v) Knowledge of Bengali – spoken and written.
- Desirable –
- i) Research publication or exhibition of painting/drawing
 - ii) General knowledge of different craft and their technical and practical bearings.

NOTE : Qualifications relaxable at Commission's discretion for candidates of outstanding merit.

AGE : (For the candidates who will apply in response to the present Advertisement afresh) Between 35 and 50 years on 01.01.2011, relaxable for candidates possessing exceptionally high qualification and for persons holding substantive appointment in the teaching branch of the Education Department, Govt. of West Bengal.

However, age will be no bar in respect of the candidates who had applied in response to the Commission's Advertisement No.4/2005 (Relating to item 2 for the post of Principal, Govt. College of Art & Craft, Kolkata) and were found eligible.

Closing date for receipt of applications : 04.01.2012

N.B. :

1. Other conditions will follow the earlier Advertisement No.4/2005 (Relating to item 2 for the post of Principal, Govt. College of Art & Craft, Kolkata).
2. The candidates who had applied earlier and whose applications are entertainable for consideration as per rule satisfying all conditions and qualifications need not apply afresh and age will be no bar for them if one of them is selected for the post.
3. The candidates found eligible will be called to interview on 7th January, 2012 at the office of the Commission at 161-A, S. P. Mukherjee Road, Kolkata – 700 026.
4. The list of eligible candidate who will be called to interview will be displayed in the Commission's Website on 5.1.2012.

Kolkata,
The 26th December, 2011.

Secretary
Public Service Commission
West Bengal

I N S T R U C T I O N S

1. The qualifications prescribed in the advertisement are as per the notified recruitment rules issued by Government.
2. All the degrees/diplomas mentioned in the advertisement must have been obtained from recognised Universities/Institutions.
3. 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 on the basis of qualifications and experience higher than the minimum prescribed in the advertisement or on the basis of a screening test.
4. In cases where no Division/Class is awarded and only grading is done, exact percentage or marks and conversion formula adopted are to be mentioned with documentary evidence.
5. 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 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 produced together with applications. The certificate(s) should also mentioned the nature of duties performed/experience obtained in the post(s) with duration(s)].
6. Besides pay, the posts carry allowances as admissible.
7. The benefits of reservation of vacancies and upper age concession upto 5 years are admissible only for S.C. & S.T. candidates of West Bengal and upto 3 years for B.C. candidates of West Bengal. Such candidates are required to produce an attested xerox copy of certificate in the prescribed form from a competent authority of West Bengal. S.C., S.T. & B.C. candidates of other States may apply for unreserved vacancies as general candidates. Age concession is also available to physically handicapped persons upto 45 years. PROOF OF BELONGING TO AN S.C. OR S.T. OR B.C. OR P.H. SHOULD BE SUBMITTED ALONG WITH THE APPLICATION FORM AND TO CLAIM IN THIS REGARD WILL BE ENTERTAINED AFTERWARDS.
8. APPLICATION FORMS, NOT PROPERLY FILLED IN OR INCOMPLETE IN ANY RESPECT WOULD BE SUMMARILY REJECTED.
9. A CANDIDATE MUST NOT SUBMIT MORE THAN ONE APPLICATION FOR A PARTICULAR CATEGORY OF POST. CANDIDATURE OF A CANDIDATE FURNISHING MORE THAN ONE APPLICATION FOR A PARTICULAR CATEGORY OF POST WILL BE CANCELLED.
10. 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.
11. Application 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. Applications 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.
12. Two Self-addressed envelopes including one with postage stamps of Rs.5/- and one self-addressed post card should be enclosed with the application.
13. Canvassing in any form will disqualify the candidate.
14. CLOSING DATE FOR RECEIPT OF APPLICATION : THE 4TH JANUARY, 2012.
15. Candidates must fulfil the essential qualification by this date.

Kolkata,
The 27th December, 2011.

SECRETARY
PUBLIC SERVICE COMMISSION
WEST BENGAL

APPLICATION FORMAT
PUBLIC SERVICE COMMISSION, WEST BENGAL
161-A, S.P. MUKHERJEE ROAD, KOLKATA – 700 026

N.B. : Candidate should fill in the Application form in his/her own handwriting.
INCOMPLETE APPLICATION OR APPLICATION WITH DEFECT IN ANY
RESPECT OR WITHOUT REQUISITE DOCUMENTS WILL BE
SUMMARILY REJECTED.

Space for pasting
recent passport
size photograph
duly signed by
the candidate.

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./O.B.C.-A/ O.B.C.-B of
West Bengal ? (State 'Yes' or 'No') : _____
- (ii) If Yes, mention your Community/ Category : SC ST OBC-A OBC-B
(Put tick mark on appropriate box)
- (iii) Designation of issuing authority of S.C./S.T./O.B.C.
Certificate : _____
- (b) Are you a Person with Disability? (State 'Yes' or 'No') : _____
- (i) 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. : _____

10. (a) Father's Name :
 (b) Husband's Name :

11. Do you claim relaxation of age limit ? (State 'Yes' or 'No') :
 If Yes, 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. Research Experience, if any (attach extra sheet, if necessary):

Name of Institution/Office	Full time/Part time	Particulars in full	From(Date)	To(Date)

15. (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)

16. Language(s) known

(a) Spoken :
 (b) Written :
 (c) Mother Tongue :

17. (a) Were you debarred previously by the Commission from :
 appearing at any examination/selection?
 (Write Yes or No)

(b) If yes, give details : Year Exam. Roll No.

18. Have you at any time been employed :
(Write Yes or No)

If yes, 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

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

20. 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 : Copies attested by competent authority or Self Certified copies of the following documents other than item (i) must be attached with the application.

- (i) I.P.O./Treasury Challan in original for Rs.210/- for all the posts (for candidates other than S.C. /S.T. of West Bengal and Persons with disability);
- (ii) Madhyamik or equivalent certificate;
- (iii) S.C./S.T./B.C./ Persons with Disability certificate;
- (iv) Registration Certificate for Citizenship (if by registration) as required under item 9(b) of the application;
- (v) Mark sheet and certificate for each examination passed;
- (vi) Experience certificate;
- (vii) For other documents if any with reference to the requirement of the post applied for.