

PUBLIC SERVICE COMMISSION, WEST BENGAL

ADVERTISEMENT NO. 14/2009

MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2009

Applications in the prescribed format are invited for the aforesaid competitive examination for recruitment to the posts of (1) Assistant Child Development Project Officer, (2) Disaster Management Officer/Block Disaster Management Officer, (3) Block Youth Officer/Municipal Youth Officer/Borough Youth Officer, (4) Sub-Inspector of Excise, (5) Block Welfare Officer/Welfare Officer, (6) Inspector, Backward Classes Welfare, (7) Assistant Agricultural Marketing Officer, (8) Assistant Programme Officer, (9) Controller of Correctional Services, (10) Inspector of Agricultural Income Tax, (11) Posts in West Bengal Subordinate Labour Service, (12) Auditor of Co-operative Societies, (13) Assistant Auditor, Board of Revenue, (14) Extension Officer, Mass Education Extension, (15) Lady Extension Officer, Mass Education Extension, (16) Assistant Controller of Correctional Services and certain other posts as may be notified subsequently.

Scale of Pay :

[For the posts at sl. nos.(1 to 9) Rs.7100-37600/- with Grade Pay Rs.3900/- and for the posts at sl. Nos.(10 to 16) Rs.7100-37600/- with Grade Pay Rs.3600/-]. Besides pay, the posts carry allowances as admissible. All appointments will initially be made on a temporary basis. Number of vacancies will be announced later. Some of the vacancies may be reserved for S.C., S.T. & B.C. candidates of West Bengal and for persons with disabilities (PWD) having physical disability of 40% and above.

Women are unsuitable for the post of Sub-Inspector of Excise. Men are unsuitable for the post of Lady Extension Officer, Mass Education Extension.

Scheme of the Examination :

The examination will be held in two successive stages viz. (1) Preliminary Examination (Objective Type) and (2) Final Examination (Conventional Type – Written) and Personality Test, as detailed below.

The Preliminary Examination will be held in **May, 2010** or thereabout simultaneously in Kolkata (N), Kolkata (S), Baruipur, Barasat, Howrah, Chinsurah, Burdwan, Asansol, Midnapore, Tamluk, Bankura, Berhampore, Malda, Cooch Behar, Jalpaiguri, Siliguri and Darjeeling. Only scheduled tribe candidates of Darjeeling District and other candidates of the three hill sub-divisions viz. Darjeeling Sadar, Kalimpong and Kurseong of Darjeeling District are eligible to appear from Darjeeling centre. The Commission shall have the discretion to allot the candidates who will wrongly opt for Darjeeling to any centre other than Darjeeling. **CANDIDATES SUFFERING FROM BLINDNESS OR LOW VISION AND REQUIRING HELP OF A SCRIBE WILL BE REQUIRED TO APPEAR AT KOLKATA (SOUTH) CENTRE ONLY.**

The Final Examination will be held in August, 2010 or thereabout in **Kolkata** only and the Personality Test in the Commission's office at Kolkata.

Preliminary Examination : 200 marks.

The examination will consist of only one paper containing Multiple choice objective type questions on General Studies (150 marks) and Arithmetic (50 marks) and having 1 hour and 30 minutes duration. The Preliminary examination will be a screening test for selection of candidates for admission to the Final Examination. The marks obtained by candidates in Preliminary Examination will not be counted for the purpose of determining the final merit list.

Final Examination : 450 marks.

The examination will consist of three papers of Conventional type questions, namely, Paper-I : English, Paper-II : Bengali/Hindi/Urdu/Nepali and Paper-III : General Studies and Arithmetic. Full Marks and time for each of Papers - I & II will be 150 and 1 hour and 30 minutes respectively. Full Marks for Paper-III will be 150 (100 marks for General Studies and 50 marks for Arithmetic), the total time being 2 hours and 30 minutes. Answers for Group-A (General Studies) portion should be given in English or in Bengali or in Nepali and Answers for Group-B (Arithmetic) in English or in Bengali but all the answers for individual group must be in one and the same language.

The examination of all the three papers (Paper-I, II & III) will be held on the same day.

Personality Test : 100 marks.

A limited number of candidates selected merit-wise on the results of the Final Examination (Written) will be called to the Personality Test.

Final Merit List will be prepared on the basis of the total marks obtained in all the three papers of the Final Examination and that obtained in the Personality Test taken together.

Syllabus for the Examination :

(a) General Studies (Preliminary and Final Examination) : Questions will be set to test General Knowledge of a candidate in different spheres. (b) Arithmetic (Preliminary and Final Examination) : Questions will be set on the basis of the syllabus of Madhyamik Examination of the West Bengal Board of Secondary Education.

Paper – I : English (Final Examination) :

Questions may be asked on all or any of the following items :-

- a) Drafting of a report from points or materials supplied ;
- b) Translation from Bengali/Hindi/Urdu/Nepali, as the case may be, to English ;
- c) Condensing of a prose passage (Summary/Precis) ;
- d) Correct use of words, correction of sentences, use of common phrases, synonyms and antonyms etc.

Paper – II : Bengali/Hindi/Urdu/Nepali (Final Examination) :

Questions may be asked on all or any of the following items :-

- a) Drafting of a report from points or materials supplied ;
- b) Translation from English to Bengali/Hindi/Urdu/Nepali, as the case may be ;
- c) Condensing of a prose passage ;
- d) Grammar.

Papers – I & II of the Final Examination will be of Higher Secondary (10 + 2) Examination standard of the West Bengal Council for Higher Secondary Education.

Assessment and evaluation of answer scripts done by the Commission shall be final and shall not be open to scrutiny by any external authority. The Commission shall have the discretion to fix qualifying marks in any or all of the papers and in the aggregate.

A deduction of 10% of the full marks may be made from the total marks secured by a candidate in a particular paper if he/she discloses his/her identity by writing his/her name, roll number, ticket no. etc. or putting any identifying marks inside the answer-script of that paper.

FEE :

Candidates must enclose with their applications a fee of **Rs.160/-** (Rupees one hundred sixty) only in the form of 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** in the form of a receipted challan from a Government 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 Orders, Cheques, Bank Drafts, Cash etc. will **NOT** be accepted. No application will be considered unless accompanied with the requisite application fees. SC/ST candidates of West Bengal and persons with disabilities (PWD) having physical disability of 40% and above only are not required to pay any fee. The application without fee of such candidates will not be accepted if the same is not accompanied with the attested or self-certified photo copy of SC/ST certificate issued by the competent authority of West Bengal in a prescribed format or P.H. certificate issued by the competent authority. BC candidates of West Bengal are, however, required to pay usual fee as stated above. NO

EXEMPTION OF FEE IS AVAILABLE TO SC/ST/BC CANDIDATES OF OTHER STATES. No claim for refund of the fee will be entertained nor will it be held in reserve for any other examination.

QUALIFICATIONS :

- i) A citizen of India or such a person of other nationality declared eligible by Government of India.
- ii) A degree of a recognized University or its equivalent.
- iii) Ability to read, write and speak in Bengali (not required for recruitment in the case of Nepali speaking candidates from hill areas of the District of Darjeeling).

AGE :

On 1st January, 2009 – not below 20 years but not more than 32 years (i.e. born not earlier than 2nd January, 1977 and not later than 1st January, 1989). Upper age limit is relaxable by five years for SC/ST and three years for BC candidates of West Bengal and upto 45 years of age for persons with disabilities (PWD) having physical disability of 40% and above.

PHYSICAL STANDARD : Required for Sub-Inspector of Excise – minimum height 160 cm. Chest girth 76 cm. after full expiration and having the capacity for a minimum of 5 cm. chest expansion. Height relaxable by 7.6 cm. for Gorkhas, Garwalis, Assamese and Tribal candidates .

Selected candidates shall be required to furnish security bond under certain conditions.

- N.B. :**
- (i) The benefits of reservation of vacancies and age concession for SC, ST & BC candidates are admissible only to SC, ST & BC candidates of West Bengal and candidates with disabilities of 40% and above only. Such candidates must furnish along with the application a self-certified or an attested photo copy of certificate in prescribed form in support of their claim from a competent authority of West Bengal as laid down in the West Bengal Scheduled Castes & Scheduled Tribes (Identification) Act, 1994 & SCs & STs Welfare Department Order No.261-TW/EC/MR-103/94 dt. 06.04.1995. SC, ST & BC candidates of other States will be treated as general candidates. Persons with Disabilities (PWD) must produce along with the application a self-certified or an attested photo copy of certificate in prescribed form in support of his/her claim from a competent authority vide W.B. Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995. No claim for being a member of SC, ST and BC or a person with disability will be entertained after submission of the application.
 - (ii) Candidates suffering from blindness or low vision may be allowed the help of a Scribe, if required.
 - (iii) A candidate, in service of Government/a Local or Statutory Body/Public Undertaking must send his/her application to the Commission within closing date under intimation to his/her employer. His/her application shall be rejected/candidature cancelled if his/her employer withholds permission to him/her.
 - (iv) A candidate furnishing incorrect or false particulars or suppressing material information will be disqualified and, if appointed, will be liable to dismissal from service. Defective/incomplete applications will be summarily rejected.
 - (v) Admission to the examination will be provisional subject to verification of eligibility later.
 - (vi) Candidates called to personality test must produce original certificates along with the self-certified or attested photo copies for verification, failing which they may not be interviewed by the Commission and their candidature will be liable to cancellation.

SUBMISSION OF APPLICATION :

Application in the given proforma typed/printed on thick foolscap size (32 c.m. x 21 c.m.) white durable paper may be submitted personally in open condition at the enquiry counter of the Commission's office at 161-A, S.P. Mukherjee Road, Kolkata – 700 026, between 11:00 a.m. and 03:30 p.m. on all working days (Saturdays and Sundays are holidays) or sent by post (strictly by Registered or Speed Post or U.C.P.) addressed to the Deputy Secretary (Examination), Public Service Commission, West Bengal, at the above address superscribing on the envelope the Advt.

No., name of the examination and name of examination centre opted. Application must reach the office of the Commission within the closing date i.e. **THE 19TH JANUARY, 2010.**

Submission of more than one application is strictly forbidden. The candidature of a candidate who submits more than one application for admission to the examination, will be cancelled even if he/she is admitted to the same.

- N.B.** :
1. Completed application must be submitted with (i) requisite fee through I.P.O./Treasury Challan (SC and ST candidates of West Bengal and Persons with Disability of 40% and above are exempted from paying the fee) ; (ii) one copy of recent passport size photograph duly signed by the candidate and pasted on the application (An identical copy of the photograph will be required for pasting on the Attendance Sheet to be sent by this office along with the Admit Card); (iii) Photo copies of certificates regarding age, qualification and in support of claim for SC/ST/BC from competent authority of W.B. and for P.H. from competent authority either self certified or duly attested by a Group - 'A' Officer of the Central/State Government or Head of a recognized Secondary School or College ; (iv) two self-addressed **unstamped** envelopes.
 2. Candidates must abide by instructions as may be given by the Supervisor/Invigilator of the examination centre. If the candidate fails to do so or indulges in disorderly or improper conduct, he/she will render himself/herself liable to expulsion from the examination hall and/or such other punishment as the Commission may deem fit to impose.
 3. A candidate who has been reported against by the Supervisor of the examination centre for violating any of the instructions or for having adopted unfair means at the examination hall will be punished with cancellation of candidature and also debarment from appearing at future examinations/selections as may be decided by the Commission according to the circumstances of the case.
 4. **CANVASING IN ANY FORM WILL DISQUALIFY THE CANDIDATE.**

WEBSITE FOR GUIDANCE OF CANDIDATES :

The candidates may obtain the information of the examination in detail along with the Application Format through the Commission's website at :

<http://www.pscwb.org.in>

Secretary,
Public Service Commission,
West Bengal.

PUBLIC SERVICE COMMISSION, WEST BENGAL

APPLICATION FORM

MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2009

ADVERTISEMENT NO.14/2009

Closing date for receipt of Application : The 19th January, 2010.

Roll No.

(Space for office use only)

Space for pasting of recent passport size photograph of the candidate with his/her full signature thereon.

CAUTION

(i) A candidate must consult the advertisement for the examination, use the prescribed application format and fill in the application form correctly against all the items in his/her own handwriting with ball point pen of black/blue ink and furnish required particulars/documents. If any item(s) of the application is considered inapplicable to the candidate he/she should write 'NOT APPLICABLE or (N.A.)' against the particular item(s) and in any case no item of the application should remain unfilled.

(ii) Correction/overwriting, if any, should be accompanied by signature of the candidate.

(iii) In case the application is not filled in accordance with the above instructions or any of the required documents is not enclosed, it will be treated as incomplete/defective and summarily rejected.

Note : Keeping the application form in front, the particulars/documents are to be stitched with the application securely with a durable thread in the following sequence - (1) I.P.O. or Treasury Challan, in original (not required for SC/ST candidates of W.B. and Persons with Disability), attested or self-certified photocopies of (2) Madhyamik or equivalent qualification cert., (3) Bachelor Degree certificate (4) SC/ST/BC/PH cert. (if applicable), (5) Citizenship Certificate (for candidates acquiring citizenship by registration) and (6) Self-addressed envelopes (unstamped). In any case the front page of the application should in no way be covered with any particular/document.

1. (a) I.P.O./Treasury Challan attached for : Rs. _____
(b) I.P.O. No.(s) & Value : _____
(c) Date of purchase and name of issuing Post Office with address : _____
(d) Treasury Challan No. & Date : _____

2. Name in Full : _____
(IN CAPITAL LETTERS)

3. * Choice of Preliminary Examination Centre (Use Code Number indicated at the end of the form) [candidates suffering from blindness or low vision and requiring the help of a Scribe should opt Kolkata (South) centre only]

Centre Name	Centre Code
<input type="text"/>	<input type="text"/>

4. (a) Community / Category [Put '✓' mark in appropriate box(s)]

Gen	BC	SC	ST	PWD (Person with disability)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(b) Whether SC/ST/BC Certificate obtained from competent authority of West Bengal : [Put '✓' mark in appropriate box(s)]

Yes	No
<input type="checkbox"/>	<input type="checkbox"/>

(c) If SC/ST/BC Candidate, mention :

Sub-Caste	State	Issuing Authority
<input type="text"/>	<input type="text"/>	<input type="text"/>

(d) (i) In case you are a person with disability (PWD), state the Category (Put '✓' mark in the appropriate box) :

Suffering from blindness or low vision	Hearing Impaired	Orthopaedically Handicapped
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(ii) In case you are a person with blindness or low vision, mention if you require the help of a Scribe : Yes No
 (Put '✓' mark in appropriate box)

5. (a) Date of Birth (as recorded in Madhyamik or equivalent examination Certificate) : D D M M Y E A R

(b) Place of Birth (including District & State) : _____
 6. Sex (Put '✓' mark in appropriate box) : Male Female

7. (a) Whether a Citizen of India (Put '✓' mark in appropriate box) : Yes No

(b) Whether a natural citizen or a citizen by registration
 (If by registration, attach self certified or attested photo copy of certificate)

8. Father's Name : _____
 (IN CAPITAL LETTERS)

9. (a) Complete address for communication (IN CAPITAL LETTERS) mentioning locality,
 Post office, Sub-Divn., Dist. and Pin code :

(b) Permanent Address :

10. Educational Qualification (Madhyamik and onwards) :
 (Self-certified or attested photocopies of all certificates must be attached to the application)

Name of Examination	Year of passing	Board/University/ Institution	Subjects taken	Division/ Class

11. Mark (with '✓') your choice of language in Compulsory Paper – II of the final examination : Bengali Hindi Urdu Nepali

12. (a) Do you have the ability to read, write and speak in Bengali (Put '✓' mark in appropriate box) : Yes No

(b) Whether you are a Nepali speaking person (Put '✓' mark in appropriate box) : Yes No

(c) Whether you belong to hill areas of the District of Darjeeling (Put '✓' mark in appropriate box) : Yes No

(d) State your mother tongue :

13. Whether you belong to Gorkhas, Garwalis, Assamese or tribal community (for the post of Sub-Inspector of Excise) [Put '✓' mark in appropriate box] : Yes No

14. Your Physical Standard (for the post of Sub-Inspector of Excise) :

Height (cm.)	Chest girth (after full expiration) (cm.)	Chest girth (after full expansion) (cm.)	Capacity for Chest Expansion (cm.)

15. (a) Were you debarred previously by the Commission
From appearing at any examination/selection ?
[Put '✓' mark in appropriate box] : Yes No

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

16. (a) Have you at any time been employed?
[Put '✓' mark in appropriate box] : Yes No

(b) If Yes, give details :

Office where employed and state whether Govt./Local/ Statutory body or private concern	Date of joining	Date of leaving	Cause of leaving	Name of Post held	Permanent or temporary or on contract basis	Present Salary Pay-Allowances

17. List of documents enclosed :

- i) ii)
iii) iv)
v) vi)

DECLARATION

I solemnly declare that (a) all statements made in this application are true, complete and correct (b) original documents will be produced on demand (c) I agree to take the examination on the condition that the Commission may cancel my candidature if at any stage I am found ineligible for admission to the examination and (d) I have submitted no other application for this examination.

I have informed the head of my Office or Department in writing that I am applying for this examination (Strike off this sentence if the candidate is not in service of Govt. or Local or Statutory Body).

Yours faithfully,

Place :

Date :

Full Signature of the Candidate
(Not in capital letters)

* Examination Centres with Code:

Centre	Code No.	Centre	Code No.	Centre	Code No.
Kolkata (North)	01	Burdwan	07	Malda	13
Kolkata (South)	02	Asansol	08	Coochbehar	14
Baruipur	03	Bankura	09	Jalpaiguri	15
Barasat	04	Midnapore	10	Siliguri	16
Howrah	05	Tamluk	11	Darjeeling	17
Chinsurah	06	Berhampore	12		