

Government of India
STAFF SELECTION COMMISSION
(Western Region)
1ST FLOOR, SOUTH WING, PRATISHTHA BHAVAN,
101, MK ROAD, MUMBAI 400020
Tel: (022) 22019118, 22018521 Website: www.sscwr.org

NOTICE

Advertisement No WR/3/2012
File No Sel.01/INT/SSC(WR)2012

Applications are invited from eligible candidates for the following Group 'B' and Group 'C' Selection Posts in the format given in Annexure-A of this advertisement. Applicants are advised to go through all parameters under different Paras and Sub-Paras of this Notice and satisfy themselves about their suitability on Age-limit and Essential Qualification for the posts, before applying. Closing date for the receipt of applications is -15.09.2012- Applications received after the closing date will not be entertained.

DESCRIPTION OF GROUP 'B' AND GROUP 'C' POSTS

1.1 CATEGORY NO. -WR-I

Name of Post: Information Assistant

No. of Posts: 2 (Two) OBC- 1 SC- 1

Name of the organization/office; India tourism.

Ministry/Department: Ministry of Tourism

Age: Between 21 to 25 years.(35 years for Departmental Candidates)
Relaxation in upper age limit is available to SC 5 years, OBC 3 years.

PSL: Rs.9300-34800/- + Grade Pay Rs.4200/- (Group 'C' Non- Technical)

E.Q.: 1 Graduate of a recognized university in India.

2 Knowledge of computer application supported by a degree or diploma in computer application from a institute or institute recognized by government.

3 General Knowledge of and familiarity with places of tourist interest in India.

4 Knowledge of various phases of Indian History and architecture , ancient and morden.

D.Q.: 1 Diploma in tourism.

2 Knowledge of any European language other than English.

3 Experience in travel or publicity firm or office,

(Academic qualifications relax able by the government in case of candidates otherwise exceptionally suitable for reason to be recorded in writing.)

I.P.: The Posting will be at Mumbai or Goa with All India transfer Liability

J.R.: 1. To attend foreign / domestic tourist both at office and airport counters, providing information , drawing up their tour programmes , assistance in booking hotel/ accommodation / air / rail/ passengers, liaison officer to visiting dignitaries, participating in exhibition, issue data, documentation , public relation work , computerization,etc.

Instruction for PH candidates: This vacancy is **not** identified as suitable for PH.

1.2 CATEGORY NO. -WR-I I

Name of Post: Metrological Assistant

No. of Posts: 5 (Five) (, UR-3 OBC -1, SC -1)

Organization /office; Department of Consumer affairs

Ministry/Department: Ministry of Consumer Affairs, Food and Public distribution.

Age: Not exceeding 30 years (35 years for SC/ST, PH-10 years, PH (OBC) -13 years,PH(SC/ST)-15 years) [Relaxable for government servant upto 35 years for in accordance with the instructions or orders issued by the Central Government.]

PSL: Rs.9300-34800/- + Grade Pay Rs.4200/- (Group 'B', Non Gazetted)

E.Q.: Master Degree in Physics or Degree in Mechanical /Electrical /Electronics/ Computer/ Instrumentation engineering of a recognized University/Institution or equivalent.

D.Q.: NIL

I.P.: The Posting will be at any one of the Bases located at Guwahati (Assam) ,Ranchi (Jharkhand) and Faridabad (Haryana). With All India transfer Liability.

J.R.: Calibration and testing of weighting and measuring instruments in the laboratories. Verification and standardization of Weights and measures used in legal Metrology. To maintain laboratories, Arrangements for organization of workshops, seminars designed for enforcement officials of Weight measures Department working in state Government and to teach and train them in operation of weighting and Measuring instruments.

Instruction for PH candidates: This vacancy is identified as suitable for only HH and OH.

1.3 CATEGORY NO. -WR-I I I

Name of Post: Technical Officer - I

No. of Posts: Six (UR- 03, OBC- 02, ST-01)

Orgaisation/office; Directorate of Plant Protection, Quarantine and Stores.

Ministry / Department; Ministry of agriculture. Department of agriculture and cooperation.

Age: 18- 25 years (5 years for SC/ST, 3 years for OBC PH-10 years, PH (OBC) -13 years,PH(SC/ST)-15 years) [Relaxable for government servant upto 35 years for in accordance with the instructions or orders issued by the Central Government.]

PSL: Rs.5200-20200+ Grade pay Rs.2000/- Group –‘C’ (Non –Gazetted), (Non – Ministerial), Non – Technical)

E.Q.: Intermediate with Science in Zoology/Botany/Agriculture or 10+2 class pass with Science (with Zoology/Botany or Agriculture) from a recognized University/Board or equivalent.

D.Q.: NIL

I.P.: .: PQS, Mandvi,Okha, Verwal, Mundra, Ahmedabad and PQS, Jamnagar.

J.R.: 1. To assist Technical Officers in all kinds of work relating to Plant Protection whether in the field or indoor.

2. To assist in the collection and maintenance of insect and plant diseases specimen, information about pests, plant diseases and weeds and in the maintenance of pesticides, plant protection equipments and various types of display materials and of the records connected therewith.

3. To perform all duties connected with plant protection and the station or the office to which they may be attached in accordance with the orders of the controlling or senior officers of the Directorate.

Instruction for PH candidates: This vacancy is not identified as suitable for PH.

1.4 CATEGORY NO. -WR-I V

Name of Post: Costing officer

No. of Posts; 2(Two) (UR 1 OBC 1)

Organization / office; Office of the Textile commissioner.

Ministry/ Department: Ministry of Textiles.

Age; 30 Relaxation in upper age limit is available to OBC for 3 years.
[Relax able for government servant upto 35 years for in accordance with the instructions or orders issued by the Central Government.]

PSL : Rs.9300-34800/- + Grade Pay Rs.4200/- (Group 'B', Non Gazetted)

E.Q.: 1 Degree in Commerce or economics of a recognized university with costing as one of the subjects.

- 2 Experience of three years in dealing with costing and financial problem or collecting Economics intelligence and preparing Financial/ Costing reports.

D.Q.: Pass in intermediate examination of the institute of costs and works accounts, India or UK or pass in the intermediate examination of the institute of chartered accounts.

I.P.: : Mumbai

J.R.: 1 Collection of costing data and financial data in the process of conducting investigation , surveys.

- 2 Examining the documents under the guidance of the investigating officers.
- 3 Analysis of balance sheets of companies and preparation of the basic financial information and analytical duty.
- 4 Collecting of materials relating to excise duty cases and capital issue cases by the way of assistance to the officers who are handling the cases.
- 5 Maintenance of basis information and materials that have been gathered from time to time for the use of the branch.
- 6 Assisting in the economic investigations and market research studies that may be undertaken by the branch whenever required by the Textile commissioner, Ministry etc.

Instruction for PH candidates: This vacancy is identified as suitable for PH

1.5 CATEGORY NO. -WR- V

Name of Post: Economic Assistant

No. of Posts; 2 (Two) UR

Organization / office; office of the Textile commissioner

Ministry/Department: Ministry of Textiles.

Age; 28 years [Relax able for government servant upto 35 years for in accordance with the instructions or orders issued by the Central Government.]

PSL: Rs.5200-20200+ Grade pay Rs.2800/- Group –‘C’ (Non –Gazetted),

E.Q.: Degree with Economics or statistics or Mathematics as a subject from a recognized University.

D.Q.: Three years experience in dealing with Economics and financial problems or collecting intelligence and preparing reports.

I.P.: . Mumbai

J.R.: Comprehensive grasp of the several economic / financial factors bearing on the working of the textiles industry also detailed acquaintance with general economic situations factors governing national economy and knowledge of the allied industries. Scrutiny and compilation of economic/statistical data received through prescribed statistical returns or other publications. To tackle adhoc problems as arisen form day to day with regards or other particular aspects of the textile industry (Il sectors viz Mills, power looms) . To assist officer in preparation of reviews, notes etc.

Instruction for PH candidates: This vacancy is identified as suitable for PH.

1.6 CATEGORY NO. -WR- VI

Name of Post: Laboratory Assistant

No. of Posts; 1 (One) OBC

Organization/ office; Regional Centre of organic farming.

Ministry /Department. Department of Agriculture and Cooperation.

Age ; 18 to 25 years Relaxation in upper age limit is available to OBC for 3 years

[Relax able for government servant upto 35 years for in accordance with the instructions or orders issued by the Central Government.]

PSL: Rs.5200-20200+ Grade pay Rs.1900/- Group –‘C’ (Non –Gazetted Non – Ministerial.),

E.Q.: Intermediate Science with one year’s experience or high school science with 3 years experience in microbiology or chemistry laboratory.

D.Q.: B. Sc. Agriculture or Biology.

NOTE ; The qualification regarding experience is relax able at the discretion of the staff selection commission/ competent authority in case of candidate belonging to scheduled castes or scheduled tribes if at any stage of the staff selection commission/ competent authority is of the opinion that the sufficient number of candidates from these communities possessing the requisite experience are not likely to fill up the vacancy reserved for them.

I.P.: . Regional centre of organic farming, N S building, civil lines Nagpur 440001

J R ; To assist in quality testing of biofertiliser , organic manures, vermiculture and different organic inputs in laboratory isolation and authentication of different strains of effective microorganisms related with organic farming through primary samples preparation , equipments maintenance and upkeep and making different solution and dilutions. To help in preparation of technical literatures on organic farming etc through in – house printing , binding and other related help or assistance.

Instruction for PH candidates: This vacancy is not identified as suitable for PH.

1.7 CATEGORY NO. -WR- VI I

Name of Post: Assistant Director

No. of Posts; 8 (Eight) UR -5, OBC-2, SC -1,

Organization or office; Office of the Director, National Savings Institutes.

Ministry /Department. Ministry of Finance, DEA.

Age ; 30 years (Relaxation in upper age limit is available to OBC for 3 years , SC for 5 years)

PSL : Rs.9300-34800/- + Grade Pay Rs.4200/- (Group 'B', Non Gazetted)

E.Q.: Bachelor degree in commerce, economics, statistics or Maths from a recognized university.

D.Q ; 2 years experience in Data analysis marketing, research, sales promotion and publication.

I.P.:. . Delhi, guwahati, Jaipur, Nagpur Lucknow, and Kolkata

J R ;

- 1 To collect and maintain up to date data relating to small saving on the parameters as may be ordered from time to time.
- 1 To assist senior officer in organizing training programme for officials of state government, Banks, Department of posts and extension agencies.
- 2 To assist senior officers in carrying out market research programme and investigation relating to frauds.

- 4 To maintain liaison with the department of posts , banks and extension agencies at appropriate level.
- 5 To attend public queries and responds to the references made for clarification on the provision /rules position of savings schemes.
- 6 To prepare and submit management information report as per the laid down schedule for such report.
- 7 To assist senior officers in organizing functions, programme, activities relating to launching of new products.
- 8 To maintain liaison with the local press and keep an eye on all the activities/ developments which may take in the area relating to small savings schemes and submit reports to the senior officers.
- 9 To function as resource person and training faculty during the training programmes organized for officials/ extension agencies on small savings.

Instruction for PH candidates: This vacancy is not identified as suitable for PH.

1.8 CATEGORY NO. -WR- VI I I

Name of Post: Zoological assistant

No. of Posts; Two UR -2,

Organization or office; Zoological survey of India

Ministry /Department; Ministry of environment and forests.

Age ; 18 to 27 years. (Relax able for CGCE is 40 years as per orders issued by Central Govt.

PSL : Rs.9300-34800/- + Grade Pay Rs.4200/- (Group 'C', Non Gazetted Non - Ministerial)

E.Q.: Second class B Sc. (Hons.) or B.Sc. with zoology with not less than 55% of marks in aggregate.

D Q; 1) Experience in arranging Zoological exhibits of a museum, experience in the field collection of exhibits.

2) Aptitude in systematic Zoology.

I.P.: . Western regional centre Zoological survey of India, vidya nagar, sector -29, P.C.N.T post office, Pune 411044

J R ;

- Maintenance and development or collections.
- Field surveys.
- Research works on problems assigned.
- Sorting and identification of zoological specimens.
- Labeling and registration of identified specimens.
- Card cataloguing of collections.
- Preparing of sectional reports.
- Attending sectional enquiries relating to the section.
- Maintenance of sectional stores and stationary articles.
- Maintenances of record of incoming and out going specimens.
- Preparation of reference cards.
- Any other work assigned.

Instruction for PH candidates: This vacancy is not identified as suitable for PH.

1.9 CATEGORY NO. -WR- I X

Name of Post: Stockman

No. of Posts; Five (UR-2, OBC-1, SC – 1, ST- 1)

Organization or office; Central Herd Registration scheme.

Ministry /Department; Ministry of Agriculture, Department of Animal Husbandry Dairying and Fisheries.

Age ; 18 to 25 years. Relaxation in upper age limit is available to OBC for 3 years , SC/ST for 5 years)

(relax able for Departmental Candidates with 3 years continuous service in the same line or allied cadres up to 40 years of age (45 years for SC/ST).

PSL : Rs.5200-20200/- + Grade Pay Rs.1900/- (Group ‘C’, -Technical/ Non Gazetted)

E.Q.: 10th pass / matriculation from recognized university/ Board or equivalent

DQ; Training in Animal husbandry / Stock assistant / Knowledge in English /knowledge in animal recording, animal breeds.

I.P.: . Any where in India (presently anywhere in Gujarat/Maharashtra states.

J R ;

It is a field post , working in the field for milk recording, extension work in villages, recording and registration of animals, managing animal data base in recording centre, maintaining of registers, preparation of progress reports, extensive traveling in villages (Physical fitness is very much necessary)etc.

Instruction for PH candidates: : This vacancy is not identified as suitable for PH.

1.10 CATEGORY NO. -WR- X

Name of Post: Senior Scientific Assistant

No. of Posts: 1(One) (, ST -1)

Department: Fishery Survey of India, Mumbai, D/o Animal Husbandry, Dairying & Fisheries, Mumbai

Age: Not exceeding 30 years (35 years for SC/ST, PH-10 years, PH (OBC) -13 years,PH(SC/ST)-15 years) [Relaxable upto 35 years for in accordance with the instructions or orders issued by the Central Government.]

PSL: Rs.9300-34800/- + Grade Pay Rs.4200/- (Group 'B' Non-Ministerial, Non Gazetted)

E.Q.: Master degree in Marine Biology or Zoology or Oceanography or Fishery Science from a recognized University or equivalent or Post Graduate Diploma in Fisheries Science of the Central Institute of Fisheries Educations, Mumbai or equivalent.

D.Q.: NIL

I.P.: The Posting will be at any one of the Bases located at Visakhapatnam, Port Blair, Chennai, Kochi, Mormugao, Mumbai, Porbunder with All India transfer Liability

J.R.: 1. Participation in the fishing cruises on board exploratory fishing vessels to collect requisite

data on fish resources and correlated matter and preparation of cruise reports.

2. Supervision of the Fishing Gear Unit which under taken the fabrication and mending of various types of fishing gear and accessories.

3. Attending to the disposal of fish catches landed by the vessels and maintenance of fish Disposal registers.

4. Any other duties as assigned from time to time by the superior Officers.

Instruction for PH candidates: This vacancy is **not** identified as suitable for PH.

1.11 CATEGORY NO. -WR- XI

Name of Post: Calligraphist (Jr) (Urdu)

No. of Posts; One (OBC--1,)

Organization or office; Press Information Bureau

Ministry /Department; Ministry of Information and broadcasting.

Age ; 18 to 27 years.

(Relaxation in upper age limit is available to OBC for 3 years)

PSL : Rs.5200-20200/- + Grade Pay Rs.2400/-
(Group 'C', Non-Technical.

E.Q.:12th class or equivalent from a recognized university

D.Q.: NIL

I.P; Mumbai

J.R.:

- English and Urdu typing on computer
- Issuance of Press Releases in respective language.

Instruction for PH candidates: This vacancy is **not** identified as suitable for PH.

1.12 CATEGORY NO. -WR- XII

Name of Post: Calligraphist (Jr) (Sindhi)

No. of Posts; One (UR--1,)

Organization or office; Press Information Bureau

Ministry /Department; Ministry of Information bureau.

Age ; 18 to 27 years.

**PSL : Rs.5200-20200/- + Grade Pay Rs.2400/-
(Group 'C', Non-Technical.**

E.Q.:12th class or equivalent from a recognized university

D.Q.: NIL

I.P.; Mumbai

J.R.:

- English and Sindhi typing on computer
- Issuance of Press Releases in Sindhi.

Instruction for PH candidates: This vacancy is **not** identified as suitable for PH.

NOTE-(I) MORE VACANCIES IN EQUIVALENT/ COMPARABLE POSTS MAY ALSO BE FILLED THROUGH THIS ADVERTISEMENT. FURTHER, VACANCIES MENTIONED ABOVE ARE SUBJECT TO ALTERATION.

NOTE-(II) ABOVE VACANCIES ARE THOSE VACANCIES AS REPORTED TO THE COMMISSION BY THE DIFFERENT INDENTING OFFICES. THE COMMISSION IS NOT RESPONSIBLE FOR WITHDRAWAL OF THOSE VACANCIES, FOR ANY REASON WHATSOEVER, BY THOSE INDENTING OFFICES.

2. ABBREVIATIONS USED:

EQ :Essential Qualification, D.Q :Desirable Qualification, UR :Unreserved, OBC : Other Backward Classes, SC : Scheduled Castes, ST: Scheduled Tribe, PH : Physically Handicapped, OH : Orthopaedically Handicapped, PS : Pay-Scale, CRFS : Central Recruitment Fee Stamps, IP : Initial Posting, JR : Job Requirements, , Eqv :Equivalent, Profi-test : Proficiency Test, Recog.:Recognised, AISL: All India Service Liability, Univ.:University, Instt.:Institute, Insttn. : Institution, Exp. :Experience, Exam.:Examination, Hr.: Higher, M/o : Ministry of, D/o : Department of, O/o : Office of., EXS-Ex-Servicemen CGCE: Central Government Civilian Employees OEA:Other employed applicants. VH: Visually Handicapped, HH: Hearing Handicapped BL:Both Legs OL; One Leg OA:One Arm , LV: Low Vision

3. NATIONALITY/CITIZENSHIP:

A candidate must be either:

- (a) a citizen of India
- (b) a subject of Nepal
- (c) a subject of Bhutan
- (d) a Tibetan refugee who came to India before 1.1.1962, with the intention of permanently settling in India. or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the Republic of Tanzania (Formerly Tanganyika and Zanzibar).Zambia, Malawi, Zaire, Ethiopia, Vietnam with the intention of permanently settling in India.

4. EXAMINATION FEE

A. FEE PAYABLE: Rs.50/- (Rupees fifty only)

B. EXEMPTION FROM PAYING FEES::

- (i) SCHEDULED CASTE, SCHEDULED TRIBE, PHYSICALLY HANDICAPPED, EX-SERVICEMEN and FEMALE APPLICANTS are exempted from paying EXAMINATION FEES subject to fulfillment of conditions stated at Para-12 of this Notice.

- (ii) Remission of fee may be allowed to those repatriates from Kuwait/Iraq who are not in a position to pay it.

NOTE:

- I. Fee concession is not admissible to sons of Ex-Servicemen or to persons belonging to Other Backward Classes.
- II. Service clerks in the last year of their color service are also not exempted from payment of fee.
- III. Ex-Servicemen who have already taken up a Government job shall be considered against General vacancies and, hence, shall not be entitled for fee concession.

C. MODE OF PAYMENT OF FEE

I. The candidates should pay the fee by means of “Central Recruitment Fee Stamps (CRFS).” These stamps are available at the counter of all Post Offices. These Recruitment Fee Stamps may be pasted on the application form in the space earmarked for the purpose. These Recruitment Stamps must be got cancelled from the Counter Clerks of any Post Office of issue with the date stamp of the issuing office on the Application Form itself, taking care at the same time that the impression is clear and distinct to facilitate the identification of date and Post Office of issue at any subsequent stage. After getting the Recruitment Fee Stamps cancelled from the Post Office, the candidate may submit their application to the concerned Regional Office of the Commission in the usual manner after completing other formalities.

NOTE: Candidates may please note that non-cancellation of stamps from the concerned Post Office in the manner indicated above, may lead to rejection of his/her application form, so it is in the interest of the candidates that they get the CRFS cancelled from the concerned post offices.

ii. Fee paid by wrong mode of payment of fee i.e. by IPO, Cash, Bank Draft or Pay Order, will not be accepted.

iii. Fee once paid will not be refunded under any circumstances.

iv. Fee paid by wrong mode of payment of fee or non-cancellation of CRFS or paying less fee or non-submission of requisite certificate with application from competent authority for the applicants seeking exemption of examination fees, shall be treated as application with NO Fees. Thus, their candidature will be cancelled summarily or at any stage of recruitment process for NO FEES.

5. WHERE TO SEND APPLICATION AND TIME LIMIT FOR SENDING APPLICATION:

A. CLOSING DATE OF RECEIPT OF APPLICATION

(i) CLOSING DATE OF RECEIPT OF APPLICATION is 15.9.2012 (5.00 PM)

(ii) In the case of applicants residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul and Spiti District and Pangi Sub-Division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands, Lakshdweep & for applicants residing abroad, the closing date is -22.09.2012 (5.00 PM). **Applicants applying from any of those areas shall invariably superscribe the name of the area on the envelope in bold letters.**

B. **ADDRESS FOR SENDING APPLICATIONS:** The applications should be received on or before the closing date of receipt of applications as mentioned above in this Notice at:

OFFICE OF THE REGIONAL DIRECTOR, STAFF SELECTION COMMISSION, (Western Region) 1ST FLOOR, PRATISHTHA BHAVAN, 101, MK ROAD, MUMBAI 400020

NOTE:

1. Candidates are advised to post the application well before the closing date so that it reaches **STAFF SELECTION COMMISSION (WR), MUMBAI** on or before the closing date and time. APPLICATION RECEIVED AFTER CLOSING DATE AND TIME WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCES.

2. Commission will not be responsible for postal delays.

6. ESSENTIAL QUALIFICATIONS (EQ) OF POSTS

i. The Crucial Date for determining the `Essential Qualifications (EQ)` will be the closing date of receipt of applications as mentioned at Para-5 of this Notice.

ii. `Essential Qualifications (EQ)` for different categories of `Posts` are indicated at Para-1 of this notice.

7. AGE LIMIT AND RELAXATION ON UPPER AGE-LIMIT AND RESTRICTION ON RELAXATION ON UPPER-AGE LIMIT:

i. **CRUCIAL AGE FOR DETERMINING THE AGE-LIMIT:** Crucial date for determining the age-limit will be closing date of receipt of applications as mentioned at Para-5 of this Notice.

ii. **AGE-LIMIT:** The different `AGE-LIMIT` for different `Posts` is indicated at Para-1 of this Notice.

iii. **RELAXATION ON UPPER-AGE LIMIT: Relaxation on upper Age-limit admissible to eligible categories of applicants will be in the following way:-**

SC/ST : Relaxable upto 5 years;

OBC : Upto a maximum of 3 years if a candidate belongs to OBC in accordance with
DOP&T OM No.43013/2/95-Estt.(SCT) dt. 25.01.1995 read with amendments made thereafter.

NOTE: Other Backward Class (OBC) for the purpose of AGE RELAXATION AND RESERVATION will mean "Persons of OBC category not belonging to the Creamy Layer" as defined in Government of India, Department of Personnel and Training OM No.36012/22/93-Estt. (SCT) dt. 08.09.1993 and modified vide Govt. of India Deptt. of Personnel and Training OM No.36033/3/2004-Estt(Res) dated 9.3.2004 and 14.10.2008.

PH : Relaxable upto 10 years (upto 13 years for OBC and upto 15 years for SC/ST)

EXS : Deduction of length of service in the military service from their actual age and such resultant age should not exceed the prescribed age-limit by more than 3 years (6 years in case of OBC and 8 years in case of SC/ST)

Other Categories: It will be as per Govt. of India's Order issued from time to time

iv. **The relaxation on upper Age-limit is admissible subject to fulfillment of terms and conditions stated at Para-12 of this Notice and also to restriction on relaxation on upper age-limit as stated at Para-7(v)**

v. **RESTRICTION ON RELAXATION ON UPPER AGE LIMIT:**

THE AGE RELAXATION FOR RESERVED CATEGORY APPLICANTS IS ADMISSIBLE ONLY IN THE CASE OF VACANCIES RESERVED FOR SUCH CATEGORIES. THE RESERVED CATEGORY APPLICANTS, WHO APPLY AGAINST POSTS MEANT FOR UR CATEGORY, ARE NOT ENTITLED TO GET AGE RELAXATION. HOWEVER, THE APPLICANTS BELONGING TO PH CATEGORY ARE ENTITLED TO GET AGE RELAXATION AS ADMISSIBLE TO THEM FOR THE POSTS MEANT FOR UR CATEGORY, IF SUCH POSTS ARE IDENTIFIED SUITABLE FOR THE PH CATEGORY.

8. CRUCIAL DATE FOR AGE LIMITS, ESSENTIAL QUALIFICATIONS AND FOR OTHER TERMS AND CONDITIONS AND PROOF OF AGE

I. The crucial date for calculation of age limits, for finding eligibility on essential qualifications, and for other terms and conditions is as on the closing date of receipt of application as mentioned at Para-5 in this Notice.

II. PROOF OF AGE:

Candidates should note that the Date of Birth as recorded in the Matriculation/ Secondary Examination Certificate (only Certificate, not Admit Card) OR an equivalent certificate on the date of submission of application, will be accepted by the Commission and no subsequent request for change will be considered or granted. If this document is not submitted along with the application, application will be rejected summarily at any stage of the recruitment processes and no request for revival will be considered.

III. The applicants are advised to ensure their age limits, for fulfilling eligibility on essential qualifications, and for suitability on other terms and conditions as stated in

different paras/sub-paras of this Notice on that particular date itself before applying for a post.

9. GUIDELINES FOR SENDING COMPLETE APPLICATION.

A. DOCUMENTS TO BE ATTACHED WITH THE APPLICATIONS TO MAKE IT COMPLETE IN ALL RESPECTS:

- i. EXAMINATION FEES as per Para-4 in this Notice (CRFS affixed and clearly cancelled on the Application Form)
- ii. One recent passport size photograph should be pasted (NOT STAPLED) on the space provided in the Application Form, thereafter sign on it. Another copy of the same photo should be retained by the applicant for pasting it on the Admission Certificate.
- iii. Two self-addressed envelopes of 12 cms x 25 cms size with postage stamps worth Rs.5/- affixed on one of these and those must be superscribed in bold letters as 'APPLICATION FOR THE POST OF CATEGORY NO. ; WR-..... ADVERTISEMENT NO: **WR/4/2010**
- iv. One self-addressed postcard affixing Postage stamps having total postage worth of Rs.6/- and it must be superscribed in bold letters as APPLICATION FOR THE POST OF CATEGORY NO. :WR.....; ADVERTISEMENT NO **WR/4/2010**
- v. Documents in support of claim of SC/ST/OBC/PH/EXS/CGCE category in the prescribed FORMAT
- vi. Attested copies of Matriculation Certificates or equivalent as a proof of age (Date of Birth) copies of Certificates/Yearwise marksheets/Provisional Certificates towards proof of Educational Qualifications (beginning from Matriculation Examination as indicated Column 6 of Application Form) etc. Particulars printed on the back of the marksheets/ certificates should also be Xeroxed/copied invariably and attested by a Gazetted Officer of Central/ State Government. **APPLICANTS MAY SUBMIT SELF ATTESTED DOCUMENTS ALSO.** However, applicants are hereby warned that any wrong attestation so as to mislead or to gain access to the Examination, would lead to criminal/debar action against the applicants, besides cancellation of their candidatures. Further, all original certificates will be checked at the time of Personality/ Skill Test/ Screening Test, as the case may be, and their candidature is subject to result of such scrutiny.
- vii. Attested copies of experience certificates, if any.
- viii. Attested copies of any other Documents supporting information given in the Application Form.

NOTE:

- a. If, the Applicant does not submit, alongwith the Application Form, all Documents supporting information given in the Application Form, the candidature of the applicant shall be rejected summarily or at any stage of the recruitment process.
- b. Applicants must submit **Certificates in support of educational qualifications from a recognized University/Institution** otherwise their candidature is liable to be rejected summarily or at any stage of the recruitment process.
- c. The OBC/EXS/CGCE/OEA applicants shall invariably submit with their applications, according to their respective category, the OBC DECLARATION (exclusively for OBC candidates) [Appendix-I]/ EXS DECLARATION (exclusively for EXS candidates) [Appendix-II]/ CGCE DECLARATION (exclusively for CGCE candidates) [Appendix-III]/ OEA DECLARATION (exclusively for OEA candidates) [Appendix-IV]/, otherwise their candidature shall be cancelled summarily or at any stage of recruitment process.

B. VERIFY THE FOLLOWING BEFORE MAILING/SUBMITTING THE APPLICATION TO AVOID REJECTION

- i. Willing applicants are advised to go through each and every Paras/Sub-Paras of this Notice before filling in Application Form and also before sending it to Staff Selection Commission (WR), Mumbai.
- ii. Application Form must be typed out in double space or written in hand neatly, but Application Format should be the same as published in this notice. Applicants may copy the Application Form as published in this Notice.
- iii. Applicants should fill all columns of Applications **IN THEIR OWN HANDWRITING**.
- iv. None of the Columns of Application Form should be left blank. **PUT CROSS (X) MARK IN THE RELEVANT BOX TO FURNISH NIL INFORMATION OR IF NOT APPLICABLE**, otherwise it will be treated as incomplete application.
- v. Applicants shall make their signature, in **FULL NOT IN SHORT** on the Application Form and on all documents.
- vi. All signatures must be made in running script (**NOT IN BLOCK LETTERS**) failing which their candidatures are liable to be cancelled summarily or at any stage of recruitment process.
- vii. All the signatures should be of same type/same language and there should be no variation in the signatures.
- viii. Applicants should put their signature on the photograph in such a way that some portion of the signature is on the Application Form and the remaining portion is on the photograph, otherwise it will be treated as **UNSIGNED PHOTOGRAPH**.
- ix. In the Columns of Application, applicants shall write the required information either in English (**CAPITAL LETTERS**) or in Hindi (**CAPITAL LETTERS**).

- x. Applicants should write their Name, Father's/ Husband's (as applicable) Name and Date of Birth (DOB) in the Application Form as recorded in the Matriculation or Equivalent Certificate.
- xi. If an applicant has changed his/her name or dropped/added part of his/her name after Matriculation/SSC/Hr. Secondary/ Senior Secondary, he/she is required to submit an attested copy of Gazette Notification to the effect that he/she has changed his/her name after matriculation etc. The changed name should also have been indicated in the Gazette Notification.
- xii. Certificates in Support of educational qualifications and of Age-proof must have been obtained from a recognized University/Institution/Board, otherwise his/her candidature is liable to be cancelled/rejected summarily or at any stage of the recruitment process.
- xiii. Attested photocopies of certificates in support of age/date of birth, required minimum educational qualification, SC/ST/OBC/EXS/PH/CGCE Categories claimed in the Application Form.
- xiv. A good quality recent Passport size Photograph (5 cm x 7 cm) should be firmly pasted (not pinned or stapled) in the prescribed place in the Application Form, thereafter sign on it as per direction at Para 9-A above.
- xv. COMMUNITY/CATEGORY STATUS has been indicated correctly in the Application Form.
- xvi. He/She has paid the requisite fee.
- xvii. He/She has checked his/her eligibility carefully.
- xviii. Signature: Signatures in running script (not in block letters):-
 - a. On the Photograph;
 - b. On the Application
 - c. On the General Declaration by all the candidates
 - d. If applicable, on the OBC DECLARATION (exclusively for OBC candidates)
[Appendix-I]/ EXS DECLARATION (exclusively for EXS candidates)
[Appendix-II]/ CGCE DECLARATION (exclusively for CGCE candidates) [Appendix-III]/ OEA DECLARATION (exclusively for OEA candidates) [Appendix-IV]
 - e. On the all documents attached with the Application Form.
- xix. The envelope containing Application Form must be superscribed in bold letters as **APPLICATION FOR THE POST OF : _____**
CATEGORY NO. WR-_____ ADVERTISEMENT NO: WR/4/2010
- xx. One envelope should contain one application of one applicant only.
- xxi. Applicants should submit only one application against a particular category of advertisement. However, separate applications can be submitted against different categories of advertisement.

C. GENERAL INSTRUCTIONS RELATING TO SUBMISSION OF APPLICATION:

1. A CANDIDATE SHOULD MINUTELY GO THROUGH ALL THE PROVISIONS IN THE NOTICE OF THE EXAMINATION TO ENSURE THAT HE/SHE IS ELIGIBLE FOR THE POST FOR WHICH HE/SHE IS APPLYING IN TERMS OF REQUIREMENTS OF AGE, EDUCATIONAL QUALIFICATIONS AS ON CRUCIAL DATE, ETC. THEIR ADMISSION AT ALL STAGES OF EXAMINATION (WRITTEN EXAMINATION, INTERVIEW ETC.) WILL BE PURELY PROVISIONAL AS THE COMMISSION DOES NOT UNDERTAKE ANY PRE-EXAMINATION SCRUTINY OF DOCUMENTS. THUS, IF AT ANY STAGE, IT IS FOUND THAT CANDIDATES DOES NOT FULFILL ANY OF THE ELIGIBILITY CONDITIONS, HIS/ HER CANDIDATURE WILL BE CANCELLED BY THE COMMISSION.

2. THE CANDIDATE MAY BE PERMANENTLY DEBARRED FROM THE EXAMINATIONS CONDUCTED BY THIS COMMISSION IN CASE CANDIDATE FRAUDULENTLY CLAIMS SC/ST/OBC/PH/CGCE STATUS.

3. CANDIDATES ARE NOT ALLOWED TO BRING MOBILE PHONES/ ANY OTHER COMMUNICATION DEVICES INSIDE THE EXAMINATION PREMISES/ HALL AND ANY INFRINGEMENT OF THESE INSTRUCTIONS WILL ENTAIL DISCIPLINARY ACTION INCLUDING BAN FROM SSC'S FUTURE EXAMINATIONS AGAINST THE CANDIDATES.

4. THE CANDIDATES SHOULD BRING HIS/HER OWN PEN, HB PENCIL, ERASER ETC. THE CANDIDATE SHOULD NOT BRING ANY ARTICLE OTHER THAN THESE SPECIFIED ABOVE SUCH AS BOOKS, NOTES AND LOOSE SHEETS, MOBILES ETC. INTO THE EXAMINATION HALL.

10. SELECTION PROCEDURES:

1. PRELIMINARY SELECTION

- i. Usually, the selection to the posts will be made on the basis of an Interview/ Personality Test/Skill Test. Mere fulfilling of minimum prescribed qualifications etc. **would not entitle a applicant to be called for the Interview/ Personality Test/Skill Test. Commission may make a preliminary selection of applicants on the basis of their educational qualifications, academic records, percentage of marks etc. and the applicants thus selected will be required to undergo an interview/Personality Test/Skill Test.**
- ii. The Commission may, at its discretion decide not to hold a Proficiency Test in appropriate subject for any of the categories of posts or **to make a screening of applicants on the basis of percentage of marks on the EQ, where it is felt necessary, before the applicants are called for Interview/Personality Test/Skill Test/Proficiency Test.** The Proficiency

Test would be in the relevant subject, which will be intimated to the applicants in due course of time.

- iii. The Commission may at its discretion, waive holding of Proficiency Test in those categories of posts where a Proficiency Test have been prescribed.

NOTE: The Interview/Personality Test is structured in such a manner that are applicants' interests, knowledge, various traits, aptitude, suitability etc. are probed, among other things, through academic qualifications, extra-curricular activities, general awareness/knowledge, depth of knowledge of the subject studied on the level of "Essential Qualification" for the post, communicative Skill and Personality etc.:

B. SCREENING TEST

- i. The Commission may, at its discretion decide to hold a screening test for any of the categories where it is felt necessary before Interview/Personality Test/Proficiency Test/Skill Test.
- ii. **The Commission, may at its discretion, where it is felt necessary, without holding Screening Test may screen the applicants by the method of short listing on the basis of percentage of marks on the prescribed Essential Qualification for the post.**
- iii. Only such of the Applicants who qualify in the Screening test or otherwise at the standard fixed by the Commission at their discretion would be eligible for being called for the Interview/Personality Test/ Proficiency Test/ Skill Test.

C. RESOLUTION OF TIE CASES:

If there are candidates having the same aggregate marks in the Examination the candidate older in age gets preference. Lastly, if the tie still persists, the tie is finally resolved by referring to the alphabetical order of names, i.e. a candidate who name begins with the alphabet which comes first in the alphabetical order gets preference.

11. ESSENTIAL QUALIFICATIONS FOR DIFFERENT CATEGORIES OF POSTS AND SUBMISSION OF CERTIFICATE(S) IN SUPPORT OF ESSENTIAL QUALIFICATIONS:

- i. Applicants must possess the ESSENTIAL QUALIFICATIONS for a post on or before the closing date of receipt of application as mentioned at Para-5 in this Notice.
- ii. Post(s) requiring proficiency in the relevant language as an essential qualification means that the applicant must have studied in that language upto Matric Level and in case the relevant language is not taught as a subject in Matric, the said language must be the mother-tongue of the applicant or he/she should have the 'working knowledge' which shall be determined by the Staff Selection Commission.
- iii. For posts where an experience in a particular field/discipline for a specified period has

- been indicated as an essential qualification, the applicants should submit a certificate in support of their claim of experience in that field/ discipline.
- iv. Applicants must submit **Certificates in support of educational qualifications and of Age-proof from a recognized University/Institution/Board**, otherwise their candidature is liable to be rejected summarily or at any stage of the recruitment process.
 - v. Only attested copies of certificates are required to be sent. Even the photocopies need to be attested. All photocopies should be clear and distinct.
 - vi. The ORIGINAL CERTIFICATES should not be sent with the application.
 - vii. If the applicants do not fulfill the above Sub-Para 11(i) to Sub Para 11(v) their candidature are liable to be rejected summarily or at any stage of the recruitment process.
 - viii. Applicants called for INTERVIEW/SKILL TEST/SCREEN TEST shall invariably submit **ORIGINAL CERTIFICATES/DOCUMENTS** at the very time, failing of which their candidature are liable to be cancelled at that very stage or at any stage of recruitment process.

12. CONDITIONS FOR SEEKING FOR FEE CONCESSION, AGE-RELAXATION, RESERVATION.

A. FOR SC/ST APPLICANTS:

1. The Upper age limit as prescribed in Para-I will be Relaxable up to a maximum of 5 years if a candidate belongs to a Scheduled Caste or a Scheduled Tribe category.

II. SC/ST applicants seeking for fee concession, age-relaxation, reservation whatsoever shall invariably submit, alongwith their application, the requisite Certificate as per FORMAT (Appendix-III) from COMPETENT AUTHORITY as published in this Notice. **OTHERWISE, THEIR CLAIM FOR SC/ST STATUS WILL NOT BE ENTERTAINED AND THEIR CANDIDATURE/APPLICATIONS WILL BE CONSIDERED UNDER GENERAL CATEGORY (UR) CANDIDATES.**

III. TRAVELING ALLOWANCE (TA)

SC/ST applicants called for Interview only will be paid TRAVELLING ALLOWANCE (TA) as per Government of India's Orders. NO TA will be paid for Proficiency Test/Screening Test/ Skill Test, if they are held on a day other than that of Interview.

B. FOR OBC APPLICANTS:

i. The Upper age limit as prescribed in Para-I will be Relaxable upto a maximum of 3 years if a candidate belongs to OBCs in accordance with DP&T OM No.43013/2/95-Estt. (SCT) dated 25.01.1995 read with amendments made thereafter.

NOTE: Other Backward Class (OBC) for the purpose of AGE RELAXATION AND RESERVATION will mean "Persons of OBC Category not belonging to Creamy

Layer” as defined in Government of India, Department of Personnel and Training OM No.36012/22/93-Estt.(SCT) dated 08.09.1993 and modified vide Govt. of India Deptt. of Personnel and Training OM No.36033/3/2004-Estt (Res) dated 9.3.2004 and 14.10.2008.

ii. The OBC applicants shall invariably submit with their applicants the **OBC DECLARATION (exclusively for OBC applicants) (APPENDIX-I) otherwise their candidature shall be cancelled summarily or at any stage of recruitment process.**

iii. The candidates should furnish the relevant OBC Certificate in the format prescribed for Central Government jobs as per APPENDIX-VIII issued by the COMPETENT AUTHORITY on or before the closing date stipulated in the Notice. OBC Certificate obtained otherwise than the prescribed certificate meant for Central Government jobs will not be considered for seeking relaxation/ reservation whatsoever.

iv. The closing date for receipt of application will be treated as the date of reckoning for OBC status of the applicant and also, for assuming that the applicant does not fall in the creamy layer.

v. **Candidates claiming the benefit of reservation under OBC Category not covered under the Creamy Layer must ensure that they furnish the OBC Certificate duly signed by the competent authority before or by the Closing Date in the FORMAT prescribed by the Commission in the Notice as Appendix-VIII.** Any deviation of the OBC Certificate Format from the present prescribed format will not be accepted by the Commission and will lead such application to be treated under General (UR) Category. Representations from candidates for reconsideration of their category at subsequent stages of the recruitment will not be entertained. The Commission will however, have the discretionary power to reduce/waive off any of the provisions in exceptional and deserving cases.

C. FOR PHYSICALLY HANDICAPPED (PH) (OH/HH/VH) APPLICANTS:

i. The Upper age limit as prescribed in Para-I will be Relaxable upto a maximum of 10 years if the candidate is a physically handicapped person. For candidates belonging to SC/ST/OBC who are physically handicapped, the maximum age relaxation of 10 years permissible for physically handicapped shall be in addition to the age relaxation provided in terms of Para – 12A(1) and Para 12.B(i) above.

ii. PH persons having 40% or above disability are eligible for fee concession, age-relaxation and reservation.

iii. PH persons seeking for fee concession, age-relaxation and reservation shall invariably submit requisite certificate as per FORMAT (APPENDIX-IX) from the COMPETENT AUTHORITY, as published in this Notice. **Otherwise, their claim for PH status will not be entertained and their candidature/applications will be considered under General (UR) category candidates.**

iv. IMPORTANT REQUIREMENT OF PH CERTIFICATE:

a. A disability certificate shall be issued by a Medical Board duly constituted by the Central and the State Government. The State Government may constitute a Medical Board consisting of at least 3 members, out of which, at least, one member shall be a Specialist from the relevant field.

b. The certificate would be valid for a period of 5 years for those whose disability is temporary. The Medical Board shall indicate the period of validity of the certificate where there are chances of variation in the degree of disability. For those who acquired permanent disability, the validity can be shown as permanent. On representation by the applicant, the Medical Board may review its decision having regard to all the facts and circumstances of the case and pass such orders in the matter as it thinks fit.

c. According to the persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1996 notified on 31.12.1996 by the Central Government in exercise of the powers conferred by sub-section (1) and (2) of Section 73 of the persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (1 of 1996), authorities to give disability Certificate will be a Medical Board duly constituted by the Central and the State Government. The State Government may constitute a Medical Board consisting of at least three members out of which at least shall be a specialist in the particular field for assessing locomotors/ hearing and speech disability, mental retardation and leprosy cured, as the case may be.

D. FOR SERVICEMEN OF THE THREE ARMED FORCES APPLICANTS

i. EX-SERVICEMAN(EXS) fulfilling the conditions laid down by the Govt. from time to time shall be allowed to deduct length of service in the military service from their actual age and such resultant age should not exceed the prescribed age limit in Para-1 by more than 3 years. (6 years in case of OBC and 8 years in case of SC/ST)

II. EXPLANATION: An Ex-Serviceman means a person who has served in any rank whether as a combatant or non-combatant , in the regular Army, Navy, Air Force of the Indian Union and:-

- (a) who retired from such service after earning his pension. This would also include persons who are released/retired at their own request but after having earned their pension; or
- (b) who has been released from such service on medical attributable to military service or circumstances beyond his control and awarded medical or other disability pension, or
- (c) who has been released, otherwise than on his own request, from such service as a result of reduction in establishment, or
- (d) who has been released from such service after completing the specified period of engagement, otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency and has been given a gratuity , and includes personnel of the Territorial Army of the following categories, namely :-

(1) Pension holders for continuous embodied services;

- (2) persons with disability attributable to military service;
- (3) Gallantry award winners.

iii. The period of 'Call up Service' of an Ex-Serviceman in the Armed Forces shall also be treated as service rendered in the Armed Forces. For any serviceman of the three Armed Forces of the Union to be treated as Ex-Servicemen for the purpose of securing the benefits of reservation; he/she must have already acquired, **at the relevant time of submitting his/her application for the Post/Service, the status of ex-serviceman** and/or is in a position to establish his/her acquired entitlement by documentary evidence from the competent authority that he would be released/discharged from the armed forces within the stipulated period of one year from the closing date on receipt of applications as stipulated in Para-5 of this Notice on completion of his specific period of engagement. The Ex-Serviceman applicants should submit necessary CERTIFICATE/DECLARATION as per the FORMAT prescribed in D/o Personnel and Training's O.M. No.36034/2/91-(SCT) dated 03.04.91 (APPENDIX-II and VI).

iv. The EXS applicants shall invariably submit with their applications EXS declaration (**exclusively for EXS applicants**) (APPENDIX-II) **otherwise their candidature shall be cancelled summarily or at any stage of the recruitment process.**

v. This concession of applying one year before the completion of specified term of engagement is not available in respect of Educational Qualifications i.e. non-Graduate ExS are required to complete 15 years of service (and not, 14 years) as on the closing date of receipt of applications as stipulated at Para-5 of this Notice for becoming a 'deemed Graduate'. Thus, those non-Graduate ExS who have not completed 15 years of service as on this date for recruitment as stated in Para 12.D(iii) are **NOT** eligible.

vi. The persons serving in the Armed Forces of the Union, who on retirement from service, would come under the category of 'ex-serviceman' may be permitted to apply for re-employment one year before the completion of the specified terms of engagements and avail themselves of all concessions available to ex-servicemen but shall not be permitted to leave the uniform until they complete the specified term of engagement in the Armed Forces of the Union.

vii. As per Department of Personnel and Training's O.M. No.36034/6/90-Estt-SCT dated 24.4.92, such EXS applicants who have already secured employment under the Central Government in civil side after availing of the benefit given to them as EXS for their re-employment, are eligible for age-relaxation prescribed for EXS for securing another employment in a higher grade, but will not be eligible for the benefit for reservation for the EXS for securing another employment in a higher grade. They will also not be eligible for fee concession would be admissible to EXS. Such EXS would have to pay the requisite fee of Rs.50/- for this recruitment.

viii. EXS applicants submitting Application without DECLARATIONS (exclusively for EXS applicants) [APPENDIX-II & VI] shall not be eligible for fee-concession, age relaxation, reservation whatsoever.

ix. If the applicant is not be released/discharged from the armed forces within the stipulated period of one year from the closing date of receipt of applications as stipulated at Para-5 in this notice on completion of their assignment he will not be eligible for fee-concession, age-relaxation, reservation whatsoever.

x. Sons & daughters and dependents of Ex-Servicemen are not eligible for fee-concession, age-relaxation, reservation whatsoever.

xi. Service Clerks in last year of their COLOUR SERVICE are not exempted from payment of fee.

E. FOR CENTRAL GOVERNMENT CIVILIAN EMPLOYEE (CGCE) APPLICANTS:

I. HERE, CENTRAL GOVERNMENT CIVILIAN EMPLOYEE MEANS ANY PERSON TO WHOM THE 'CENTRAL CIVIL SERVICE (CONDUCT) RULES, 1964, APPLY.

II. Upper age-limit is Relaxable as mentioned in Para-1 as on the closing date of receipt of application for Central Government Civilian Employees (CGCE) who have rendered not less than three years continuous service (on regular basis and not on ad-hoc basis) in Ministries or Departments of Govt. of India in terms of DOPT letter No.39028/7/96-Estt. (B) dated 27.01.99.

iii. The CGCE applicants shall invariably submit with their applications the **CGCE DECLARATION (exclusively for CGCE applicants) [Appendix-III] otherwise their candidature shall be cancelled summarily or at any stage of recruitment process.**

iv. CGCE applicants seeking for age-relaxation shall invariably submit, with application, the requisite certificate as per FORMAT (Appendix-V) and from the COMPETENT AUTHORITY [as mentioned in this Notice] on or before the closing date of receipt of application as mentioned in this Notice.

v. If the Certificate is not as per FORMAT (Appendix-V) and not from the COMPETENT AUTHORITY, the candidates are not eligible for age-relaxation. **Any deviation of the CGCE Certificate Format from the present prescribed format will not be accepted by the Commission and will lead such application to be treated under General (UR) category.**

vi. CGCE candidates shall also refer Para-13 of this Notice.

F. FOR OTHER CATEGORIES OF APPLICANTS:

i. Upper age-limit is relaxable to retrenched employees of Chukha Hydel Project Authority in Bhutan who were directly recruited, to the extent of regular service rendered by them with the Authority (period of service rendered by the retrenched employees will be decided on the basis of certificate issued by the Chukha Hydel Project Authority).

ii. All persons who had ordinarily been domiciled in the state of Jammu & Kashmir during the period 1.1.1980 to 31.12.89 shall be eligible for relaxation in the upper age-limit by five years in support of which the proof of residence may be submitted alongwith the application with a certificate from :

- (a) The District Magistrate within whose jurisdiction he had ordinarily resided; or
- (b) Any other authority designated in this behalf by the Govt. of J&K.

iii. Upto the Age of 35 years (upto 40 years for members of Schedules Castes/Scheduled Tribes and 38 years for OBC) in the case of widows, divorced women and women judicially separated from their husbands and who are not remarried.

iv. Upto a maximum of 3 years(8 years for SC/ST and 6 years for OBCs candidates) in the case of Defence Personnel disabled in operation during hostilities with any foreign country or in a disturbed area and released as a consequence thereof.

13. SPECIAL INSTRUCTION FOR EMPLOYED APPLICANTS:

I. All candidates in Central Government Service holding any post whether in a permanent or in temporary capacity or work-charged employees, other than casual duty or daily rated employee, or those serving under public enterprises, will be required to submit a Declaration as per APPENDIX-III that they have informed in writing their Head of Office/Department that they have applied for the examination. Such candidates must also ensure that they would be in a position to furnish NOC from their employer, at the time of Interview or at any other time till final selection.

II. OTHER EMPLOYED APPLICANTS (OEA) [OTHER THAN CENTRAL GOVT. CIVILIAN EMPLOYEES] shall invariably submit with their applications the **OEA DECLARATION (exclusively for OEA applicants) [APPENDIX-IV]** otherwise their candidature shall be canceled summarily or at any stage of recruitment process.

III. Candidates should note that in case a communication is received from their employer by the Commission withholding permission to the candidates applying for appearing in the examination, their applications shall be rejected and candidature shall be cancelled.

IV. Employed applicants shall invariably submit NO OBJECTION CERTIFICATE from their EMPLOYER before INTERVIEW/SKILL TEST/SCREENING TEST, failing which their candidature are liable to be cancelled at that very stage or any stage of recruitment process.

14. PROFORMA FOR CERTIFICATE AND UNDERTAKING:

- a. The FORMAT of Certificates/Documents is at Appendix-I to Appendix – VII. The nature & format of certificate is as under:

Appendix –I & VIII

for OBC category candidates;

**Appendix –II & VI
Appendix –III & V
Appendix –IV
Appendix –VII
Appendix –IX**

**for ExS category candidates;
for CGCE category candidates;
for OEC category candidates;
for SC/ST category candidates;
for PH category candidates;**

- b. **Candidates who wish to be considered against vacancies reserved/or seek age-relaxation, must submit requisite Certificate from the Competent Authority, along with their application for the examination, otherwise, their claim for SC/ST/OBC/PH/ExS/CGCE status will not be entertained and their candidature/applications will be considered under General (UR) category candidates. And no subsequent request will be accepted, in any circumstances, regarding rectification of their categories.**

NOTE: The OBC/EXS/CGCE/OEA applicants shall invariably submit with their applications, according to their respective Category, the OBC DECLARATION (exclusively for OBC applicants) [APPENDIX-I]/EXS DECLARATION (exclusively for EXS applicants) [APPENDIX-II]/CGCE DECLARATION (exclusively for CGCE applicants) [APPENDIX-III]/OEA DECLARATION (exclusively for OEA applicants) [APPENDIX-IV], otherwise their candidature shall be cancelled summarily or at any stage or recruitment process.

15. THE JOB REQUIREMENT OF THE POST:

Brief job requirements of the post are indicated below each category of posts, under Para -1 of this Notice, to facilitate the applicants to understand the main functions to be performed after appointment to the post.

16. NO PERSON:

- a. who has entered into or contracted a marriage with a person having a spouse living; or
- b. who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service,
Provided that Central, government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this rule.

17. GOOD MENTAL AND BODILY HEALTH OF CANDIDATE

A candidate must be in good mental and bodily health and free from any physical defect likely to interfere with the efficient discharge of his/her duties as an Officer of the service. A candidate who, after such medical examination as may be prescribed by the competent authority, is found not to satisfy these requirements, will not be appointed. Only such candidates as are likely to be considered for appointment will be medically examined.

NOTE: In the case of the disabled Ex-Defence Services personnel, a certificate of fitness granted by the Demobilization Medical Board of the Defence Services will be considered adequate for the purpose of appointment.

- 18. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:**
a. Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the application form. Candidates are also warned that they should in no case attempt to alter or otherwise tamper with any entry in a document or the attested certified copy submitted by them nor should they submit a tampered/fabricated document.
- 19. CANVASSING:**
Canvassing in any form will disqualify the applicant.
- 20. COMMISSION'S DECISION FINAL:**
The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination (s) and interviews, allotment of examination centers, selection and allotment of posts/organizations to selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.
- 21. JURISDICTION OF COURTS/TRIBUNALS:**
ANY DISPUTE IN REGARD TO THIS RECRUITMENT WILL BE SUBJECT TO COURTS/TRIBUNALS HAVING JURISDICTION OVER THE PLACE OF THIS REGIONAL OFFICE OF THE STAFF SELECTION COMMISSION (WESTERN REGION), MUMBAI.

INSTRUCTIONS FOR FILLING UP APPLICATION FORM FOR SELECTION
POSTS

1. It may be noted that the Commission uses Common Application Form for all its recruitments. Please go through the notice for the Recruitment and also these instructions carefully before applying for any of the posts mentioned in the Notice. You must satisfy yourself that you are eligible for the post for which you are applying.
2. Use only blue/black pen for filling up the Application Form.
3. Instructions have been given for most items in the application itself which should be gone through carefully before filling up the boxes. For items for which instructions are not available or require further clarification, further instructions given below may be gone through carefully.
4. Column 10 may be filled up carefully. Ex-Servicemen candidates are also required to fill up columns 10 and 10.1.
5. PH candidates are required to fill up Columns 10,11, 11.1 16 and 16.1 as may be applicable. The Commission may decide to hold screening/skill test for certain posts and therefore, VH candidates should fill in columns 16 and 16.1
6. Column No. 12.1 – The category code for filling up this column is available in the Commission’s website : <http://ssc.nic.in>
7. Column No. 12.2 – For all categories age as on normal closing date for receipt of applications should be indicated.
8. Column No.13: relating to preference for posts may be filled wherever required.
9. Column 16 Educational Qualification: The list of Educational Qualification and subjects mentioned in Appendix X is not exhaustive. Candidates who possess any educational qualification or studied any subjects other than those mentioned in the list at Appendix X may use ‘Others’ for qualifications and/or subject code.
10. Candidates should read carefully the Essential Qualification required for the post for which they are applying and ensure that they fulfill the same. Documents in support of Essential Qualifications should invariably be furnished along with the application failing which the applications will be summarily rejected.
11. Column no. 19: Write your complete communication address including your Name in English in capital letters or in Hindi with blue/black ball pen. Do not forget to write 6 digit PIN in the boxes.
12. Column 20: Paste your recent photograph of size 4cmx5cm. Do not staple and do not get the photo attested. Please note that your application shall be rejected summarily without photograph.
13. Column No.21 and 22: Please do sign in running hand. Unsigned applications will be rejected. Signature in capital letters of English shall not be accepted and your application shall be summarily rejected. Variations in the signature will render the application liable to be rejected.

APPENDIX-I

OBC DECLARATION

I _____ son/daughter of
Shri _____ resident of village/town/city _____
district _____ state _____ hereby declare that I belong to the
_____ community which is recognized as a
backward class by the Government of India for the purpose of reservation in services as
per orders contained in Deptt. of Personnel and Training Office Memorandum No.
36012/22/93-SCT) dated 8.9.1993. It is also declared that I do not belong to creamy layer
section of persons of OBC as mentioned in Column 3 of Government of India, Deptt. of
Personnel and Training O.M. No. 36012/22/93-Estt. (SCT) dated 8.9.1993 and modified
vide DOPT's O.M. No. 36033/3/2004-Estt. (Res) dated 9.3.2004 and 14.10.2008.

(Full Signature of Applicant)

Place:

Date:

Note: The closing date for receipt of application will be treated as the date of reckoning for OBC status of the candidate and also, for assuming that the candidate does not fall in the creamy layer. The candidate should furnish the relevant OBC Certificate in the format prescribed for Central Government Jobs as per Appendix –VIII issued by the competent authority on or before the closing date as stipulated in the Notice.

**Note-II: All signatures done on the Application Form and also on other documents must be in running script (not in Block letters); in the same language and in the same manner otherwise application will be rejected.

Note-III: The OBC applicants shall invariably submit with their applications, the OBC DECLARATION (exclusively for OBC applicants) (Appendix-VIII) otherwise their candidature shall be cancelled summarily or at any stage of recruitment process.

APPENDIX - II

Undertaking to be given by the candidate covered under Para 12 (D) of Notice for the examination)

I understand that, if selected on the basis of the recruitment/examination to which the application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the appointing authority that, I have been duly released/retired/discharged from the Armed Forces and that I am entitled to the benefits admissible to ex-servicemen in terms of the Ex-servicemen (Re-employment in Central Civil Services & Posts) Rules, 1979 as amended from time to time.

2. I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-S in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks etc.) by availing of the concession of reservation of vacancies admissible to Ex-S.

I further submit the following information:

- a. Date of appointment in Armed Forces.....
 - b. Date of discharge.....
 - c. Length of service in Armed Forces.....
 - d. My last Unit/Corps (with full address and Tel.No.):.....
3. If re-employed, Name and address of Employer with Tel.No.....

Signature of Candidate

Place:

Date:

APPENDIX-III

CGCE DECLARATION (EXCLUSIVELY FOR CGCE APPLICANTS)

(PLEASE See NOTE AT PARA -12(E) AND 14 OF THIS NOTICE)

[Here' central government civilian employee' means any person to whom the Central Civil Service (Conduct) Rules, 1964, apply]

I declare that I have already informed my Head of Office/Department/Ministry in writing that I have applied for this examination. I further submit the following information:

- a. Date of Appointment
- b. Holding present post and Pay Scale
- c. Name and Address of Employer with Tel No.

Place and Date:

(Full Signature of the applicant)

Note-I: All signatures done on the Application Form and also on other documents must be in running script (not in Block letters), in the same language and in the same manner otherwise application will be rejected.

APPENDIX-IV

OEA DECLARATION
(EXCLUSIVELY FOR OEA APPLICANTS)

(PLEASE SEE NOTE AT PARA 14 OF THIS NOTICE)

[Other than ' CENTRAL GOVERNMENT CIVILIAN EMPLOYEE']

I declare that I have already informed my Head of Office/Department/Ministry in writing that I have applied for this examination. I further submit the following information:

- a. Date of Appointment
- b. Holding present post and Pay Scale
- c. Name and Address of Employer with Tel No.

Place and Date:

(Full Signature of the applicant)

Note: All signatures done on the Application Form and also on other documents must be in running script (not in Block letters), in the same language and in the same manner otherwise application will be rejected.

APPENDIX - V

**FORM OF CERTIFICATION TO BE SUBMITTED BY CENTRAL GOVT.
EMPLOYEES/DEPARTMENTAL CANDIDATES SEEKING AGE-RELAXATION
UNDER PARA 7 OF THE NOTICE OF EXAMINATION**

(To be filled by the Head of the office or Departmental in which the candidate is serving)

It is certified that
Shri/Smt./Km. _____ is a Central
Govt. employee holding the post
of _____ in the pay scale of
Rs. _____ with 3 years regular
service in this post as on _____ .

Signature _____

Name _____

Office seal _____

Place _____

Date _____

APPENDIX - VI

Form of Certification for serving Defence Personnel
(please see para 12(D) of this Notice)

I hereby Certify that according to the information available
with me (No.) _____rank) _____
(Name) _____

_____ is due to complete the
specified term of his engagement with the Armed Forces on The (Date)
_____.

Signature of Commanding
Officer

Place:

Office Seal

Date:

APPENDIX - VII

A candidate who claims to belong to one of the Scheduled Caste or the Scheduled Tribes should submit in support of his claim an attested/certified copy of the certificate in the form given below from the district officer or the Sub-Divisional Officer or any other officer as indicated below of the District in which his parents (or surviving parent) ordinarily reside who has been designated by the State Government concerned as competent to issue such a certificate. If both his parents are dead, the officer signing the certificate should be of the district in which the candidate himself ordinarily resides otherwise than for the purpose of his own education.

Wherever photograph is an integral part of the certificate the Commission would accept only photo copy of such certificate and not any other attested or true copy.

The form of the certificate to be produced by Scheduled Castes and Scheduled Tribes candidates applying for appointment to posts under Government of India.

This is to certify that Shri/Shrimati/Kumari _____
son/daughter of _____ of village/town/District/Division in
_____ of the State/Union Territory _____ belongs to the
_____ Caste/ Tribe _____ which is recognized as a
Scheduled Caste/Scheduled Tribe under:

The Constitution (Scheduled Castes) Order, 1950 @ _____ the
Constitution (Scheduled Tribes) Order, 1950 @ _____ the
Constitution (Scheduled Caste) (Union Territories) Order, 1951. The Constitution (Scheduled
Tribes) (Union Territories) Order, 1950. @

As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification) Order, 1956
the Bombay Organization Act @ 1960 Act. & the Punjab Reorganization Act, 1956, the
State of Himachal Pradesh Act, 1970, the North-Eastern Area (Reorganization) Act, 1971
and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976)

The Constitution (Jammu & Kashmir) Scheduled Castes Order, 1956 @

The Constitution (Andaman & Nicobar Islands) Scheduled Tribes Order, 1959 as
amended by the Scheduled Castes and Scheduled Tribes
Order (Amendment Act), 1976. @

The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962. @

The Constitution (Dadra and Nagar Haveli) Scheduled Tribes Order, 1962. @

The Constitution (Pondicherry) Scheduled Castes Order 1964. @

The Constitution (Scheduled Tribes) (Uttar Pradesh) Order, 1967. @

The Constitution (Goa, Daman & Diu) Scheduled Castes Order, 1968. @

The Constitution (Goa, Daman & Diu) Scheduled Tribes Order, 1968. @

The Constitution (Nagaland) Scheduled Tribes Order, 1970. @

The Constitution (Sikkim) Scheduled Castes Order, 1978. @

The Constitution (Sikkim) Scheduled Tribes Order, 1978. @

The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989. @

The Constitution (SC) Orders (Amendment) Act, 1990. @

The Constitution (ST) Orders (Amendment) Ordinance, 1991. @

The Constitution (ST) Orders (Second Amendment) Act, 1991. @

The Constitution (ST) Order (Amendment) Ordinance, 1996.

%2. Applicable in the case of Scheduled Castes, Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Caste/Scheduled Tribes Certificate issued to Shri/Shrimati _____
Father/Mother* _____ of Shri/Shrimati/Kumari* _____
of village/town* _____ in District/Division* _____
of the State/Union Territory* _____ who belong to the
_____ Caste/Tribe which is recognised as a Scheduled
Caste/Scheduled Tribe in the State/Union Territory issued by the _____
dated _____.

%3. Shri/Shrimati/Kumari* and/or* his/her* family ordinarily reside(s) in
village/town* _____ of _____
District/Division of the State/Union Territory* of _____

Signature _____

** Designation _____

State/Union Territory

Place : _____

Date : _____

* Please delete the words which are not applicable

@ Please quote specific Presidential Order

% Delete the paragraph which is not applicable

NOTE :

The term ordinarily reside(s) used here will have the same meaning as in section 20 of the Representation of the People Act, 1950.

**List of Authorities Empowered to issue Caste/Tribe Certificates :

(i) District Magistrate/Additional District Magistrate/Collector/Deputy Commissioner/ Additional Deputy commissioner/Dy. Collector/1st Class Stipendiary Magistrate/Sub-Divisional Magistrate/Extra-Assistant Commissioner/Taluka Magistrate/Executive Magistrate.

(ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidency Magistrate.

(iii) Revenue Officers not below the rank of Tehsildar.

(iv) Sub-Divisional officers of the area where the candidate and or his family normally resides.

Note : ST candidates belonging to Tamil Nadu state should submit caste certificate

ONLY from the REVENUE DIVISIONAL OFFICER.

APPENDIX – VIII

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA.

This is to certify that _____ son/daughter
of _____ of village _____ District/Division .
in the _____ State . belongs to the
Community which is recognised as a backward class under :

- i) Resolution No.12011/68/93-BCC(c), dated the 10th September,1993 published in the Gazette of India Extraordinary Part-I, Section I, No.186 dated 13th September,1993.
- ii) Resolution No.12011/9/94-BCC dated 19th October, 1994 published in the Gazette of India Extraordinary Part-I, Section I, No.163 dated 20th October, 1994.
- iii) Resolution No.12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India - Extraordinary Part-I, Section I, No.88, dated 25th May, 1995.
- iv) Resolution No.12011/96/94-BCC dated 9th March 1996.
- v) Resolution No.12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India – Extraordinary - Part-I,Section-I,No.210, dated 11th December,1996.
- vi) Resolution No.12011/13/97-BCC dated 3rd December 1997.
- vii) Resolution No.12011/99/94-BCC dated 11th December 1997.
- viii) Resolution No.12011/68/98-BCC dated 27th October 1999.
- ix) Resolution No.12011/88/98-BCC dated 6th December 1999 published in the Gazette of India Extraordinary Part-I Section –I No.270 dated 6th December 1999.
- x) Resolution No.12011/36/99-BCC dated 4th April 2000 published in the Gazette of India, Extra Ordinary Part-I Section-I No.71 dated 4th April 2000.
- xi) Resolution No.12011/44/99-BCC dated 21.9.2000 published in the Gazette of India Extra Ordinary Part-I Section –I No.210 dated 21.9.2000.

2. Shri _____ and/or his family ordinarily reside(s) in
the _____ District/Division of the _____ State.

3. This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel and Training O.M. No.36012/22/93-Estt(SCT) dated 08.09.1993, which is modified vide Deptt. of Personnel and Training O.M.No.36033/2/2004-Estt.(Res.) dtd. 9.3.2004 and 14.10.2008.

Dated :

District Magistrate or
Deputy Commissioner etc.

Seal

- Note : (a) The term ‘Ordinarily’ used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below :
- (i) District Magistrate/Additional Magistrate/Collector/Deputy Commissioner/Additional Deputy Commissioner/Deputy Collector/Ist Class StipendiaryMagistrate/Sub-Divisional Magistrate/Taluka Magistrate/Executive Magistrate/Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
 - (ii) Chief Presidency Magistrate/Additional Chief Presidency Magistrate/Presidence Magistrate.
 - (iii) Revenue Officer not below the rank of Tehsildar
 - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides.

(FORMAT OF THE CERTIFICATE TO BE SUBMITTED BY THE PH PERSONS)

APPENDIX-IX

NAME AND ADDRESS OF THE INSTITUTE/HOSPITAL

Certificate No.-----

Date:-----

DISABILITY CERTIFICATE

This is to certify that Shri/Smt/Kum _____
son/ wife/ daughter of Shri _____
Age _____ Sex _____ identification mark(s) _____ is suffering
from permanent disability of following category:

Recent photograph of the applicant showing the disability duly attested by the Chairperson of the Medical Board.

A. Locomotor or cerebral palsy

- (i) BL-Both legs affected but not arms
- (ii) BA-Both arms affected
 - (a) Impaired reach
 - (b) Weakness of Grip
- (iii) BLA-Both legs and both arms affected
- (iv) OL-One leg affected (right or left)
 - (a) Impaired reach
 - (b) Weakness of Grip
 - (c) Ataxic
- (v) OA-One arm affected
 - (a) Impaired reach
 - (b) Weakness of Grip
 - (c) Ataxic
- (vi) BH-Stiff back and hips (Cannot sit or stoop)
- (vii) MW-Muscular weakness and limited Physical endurance

B. Blindness or Low Vision

- (i) B-Blind
- (ii) PB-Partially Blind.

C. Hearing impairment

- (i) D-Deaf
- (ii) PD-Partially Deaf

(DELETE THE CATEGORY WHICHEVER IS NOT APPLICABLE)

2. This condition is progressive/non-progressive/likely to improve/not likely to improve Re-assessment is not recommended/is recommended after a period of _____ months/years.*

3. Percentage of disability in his/her case is percent.

4. Shri/Smt./Kum. meets the following physical requirement for discharge of his/her duties:-

- | | | |
|--------|---|--------|
| (i) | F-can perform work by manipulating with fingers | Yes/No |
| (ii) | PP-can perform work by pulling and pushing | Yes/No |
| (iii) | L-can perform work by lifting | Yes/No |
| (iv) | KC-can perform work by kneeling and crouching | Yes/No |
| (v) | B-can perform work by bending | Yes/No |
| (vi) | S-can perform work by sitting | Yes/No |
| (vii) | ST-can perform work by standing | Yes/No |
| (viii) | W-can perform work by walking | Yes/No |
| (ix) | SE-can perform work by seeing | Yes/No |
| (x) | H-can perform work by hearing/speaking | Yes/No |
| (xi) | RW-can perform work by reading and writing | Yes/No |

(DOCTOR)
Seal

(DOCTOR)
Seal

(DOCTOR)
Seal

*Strike out which is not applicable.

Countersigned by
Medical Superintendent/CMO Of Hospital(With seal)

APPENDIX-X

Essential Educational Qualification Code

Educational Qualification	Code
Matriculation	01
Intermediate	02
Certificate	03
Diploma	04
BA	05
BA(Hons.)	06
B.Com	07
B.Com (Hons)	08
B.SC	09
B.Sc(Hons)	10
B.Ed	11
LLB	12
BE	13
B.Tech	14
AMIE (PART A & B)	15
B.Sc (Engg)	16
BCA	17
BBA	18
Graduation issued by Defence (Indian Army, Air Force, Navy)	19
B.Lib	20
B.Pharma	21
ICWA	22
CA	23
PG Diploma	24
MA	25
M.Com	26
M.Sc	27
M.Ed	28
LLM	29
ME	30
M.Tech	31
M./Sc (Engg)	32
MCA	33
MBA	34
OTHERS	35

APPENDIX-XI

Subject Code for Educational Qualification

Subject of Educational Qualification	Code
History	01

Political Science	02
Economics	03
English Literature	04
Hindi Literature	05
Geography	06
Commerce	07
Law	08
Physics	09
Chemistry	10
Mathematics	11
Statistics	12
Botany	13
Zoology	14
Agriculture Science	15
Civil Engineering	16
Electrical Engineering	17
Mechanical Engineering	18
Electronics Engineering	19
Electronics and Power Engineering	20
Electronics and Communication Engineering	21
Electronics Instrumentation Engineering	22
Agriculture Engineering	23
Computer Science	24
Computer Application	25
Information Technology	26
Library Science	27
Accountancy	28
Work Accountancy	29
Business Administration	30
Mass Communication	31
Journalism	32
Mass Communication and Journalism	33
Pharmacy	34
Photography	35
Printing Technology	36
Nursing	37
Assamese	38
Bengali	39
Malayalam	40
Telugu	41
Kannada	42
Tamil	43
Marathi	44
Gujarati	45
Urdu	46
Sanskrit	47

OTHERS	48
Aeronautical Engineering	49
Chemical Engineering	50
Microbiology	51
Forensic Science	52
Space Engineering	53
Rocketry	54
Telecommunication Engineering	55
Social Work	56
Sociology	57
Criminology	58
Bio-Physics	59
Bio-Chemistry	60
Bio-Technology	61
Communication	62
Electronics	63
Radio Engineering	64
Radio Communication	65
Metallurgy	66
Textile technology	67
Rubber Technology	68
Plastic Engineering	69
Polymer and Rubber Technology	70
Physical Education	71
Agronomy	72
Plant Breeding	73
Genetics	74
Automobile Engineering	75
Marine Engineering	76
Naval Architecture	77
Operations Research	78
Instrumentation Engineering	79

