

**ODISHA STAFF SELECTION COMMISSION**

Barrack No.1, Unit – V, Bhubaneswar – 751054

Advertisement No.IIE-86/2020/4559/OSSC; Date: 31.12.2020

RECRUITMENT FOR 12 POSTS OF CIVIL DEFENCE INSTRUCTOR/SENIOR STORE INSPECTOR ON CONTRACTUAL BASIS UNDER D.G. OF POLICE, FIRE SERVICE, HOME GUARDS & CIVIL DEFENCE, ODISHA, CUTTACK.

POST CODE- (CDI/154)

Website: "www.osscc.gov.in"

1. IMPORTANT INSTRUCTIONS :

- Online Applications are invited from intending candidates to fill up 12 vacancies in the post of Civil Defence Instructor/Senior Store Inspector under D.G. of Police, Fire Service, Home Guards & Civil Defence, Odisha, Cuttack on contractual basis.

	Start Date	End Date
Online Registration	20.07.2021	19.08.2021
Online Payment of Examination Fee	20.07.2021	19.08.2021
Submission of Online Application	20.07.2021	27.08.2021
Mode of apply	Applications will be received in online mode only through the website www.osscc.gov.in .	

- The candidates who intend to apply for the post must go through this advertisement and ensure that they fulfil the eligibility criteria in all respect prescribed for the post in this advertisement and shall apply only through online mode. Applications received through any other mode shall not be entertained by the Commission.
- Candidates must register their valid Email Id & Mobile No while applying for the post through online and keep the same active till completion of the recruitment process to receive message from the Commission regarding this recruitment. The Commission shall not be responsible for any loss/ non receipt of message/information sent on the wrong /invalid e-mail address/ mobile number registered by the candidate in the online registration form.
- No hardcopy of online application/ documents to be sent to the Commission. The applicants are required to furnish the required original certificates/documents as listed at clause-7 of the advertisement at the time of certificate verification.
- Candidates applying for the post must have possessed Bachelors Degree in any discipline from a recognized University incorporated by an Act of Central or State Legislature in India or other educational institutions established by an Act of Parliament or declared to be Deemed as Universities under Section -3 of the University approved by the Central Government from time to time with basic knowledge in Computer Skill.
- The appointment for the post will be initially on contractual basis carrying a consolidated pay of Rs.16,880/- per month(for 1st year) as per Odisha Group-B Posts (Contractual Appointment) Amendment Rules, 2017 notified vide Government in GA & PG Department Notification No. GAD-SC-RULES-0037-2017-19569/Gen. Dtd. 12th Sept. 2017.
- In-service contractual employees in Government Offices, claiming benefits under the Contractual Appointment Rules-2013 will have to follow the advisory notice published vide No.3568/ dtd.01.11.2019 available in the Commission's website.
- PWD Candidates shall not be eligible to apply for the post.

- Candidate must not be below 21 Years and must not exceed 32 years of age as on 1st January 2020 to be eligible to apply for the post (refer to Clause-5 of this Advertisement) with usual age relaxation for reserved categories as per relevant rules of Govt. of Odisha in force.
- The applicants other than the category of SC& ST have to pay a sum of Rs.200/- (Rupees two hundred) only as examination fee through online mode while filling up of the online application form using the Debit Card/Credit Card/UPI or any other method available in the on line application form to apply for the post.
- The candidate must submit correct data/ information in different fields in the online application form basing on which he/she will be allowed to appear the examination in different stages. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her online application is false/incorrect or the candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria prescribed for the post, his/her candidature for the examination will be cancelled forthwith and he may be debarred either temporarily or permanently from appearing any further recruitment examination conducted by the Commission.

2. How to apply:

- The applicants have to go through the detail advertisement before filling up the online application form.
- Aspirants have to apply online using the official website of the Commission "www.osscc.gov.in."
- All eligible candidates have to register themselves by clicking on "APPLY ONLINE" button in the Home Page of the Commission's website www.osscc.gov.in.
- Those candidates who are applying for the first time in OSSC application portal have to register for the post by clicking on "NEW USER" button shown on the screen. On submitting the registration form a User Id and Password will be generated.
- On clicking "New user" or "Registered User" instruction for filling up the Online Registration/ Re-registration and Application Forms shall appear on the computer screen. These instructions are to be read carefully before proceeding for filling up the Application Form for registration.
- Step by step procedure for registration/re-registration can be viewed by clicking on "Instruction to fill up Online Application". These instructions are to be read carefully before proceeding for filling up the Application Form.
- Pre-requisites for filling up Online Application Form**
 - Applicants should possess and maintain an E-mail Id and Mobile Number for accessing the OSSC web portal and to make Online Registration/Re-Registration and Application Form. **Candidates should keep those E-mail Id and Mobile Number (given during registration) active for all important communication till publication of the final result of this recruitment exam.**
 - Recent Passport size Colour Photograph of the Applicant, scanned in "jpg/jpeg" format between ranges of 20 kb to 100kb shall be kept handy for uploading during Registration for any post.
 - Full Specimen Signature & Left /Right Thumb Impression of the Applicant, scanned in "jpg/jpeg" format between ranges of 20 kb to 50kb shall be kept handy for uploading during Registration.
 - Applicant shall keep their Certificates, Mark sheets & other documents ready as per Clause-7 of the advertisement while filling in the details of the educational qualification & other claims during filing of Online Application Form.
 - Applicants should enter the Aadhar number in the appropriate field in the online application form.
 - SC/ST/SEBC category candidates need to submit detail information of online Caste Certificate issued by competent Authority in the online application form. But if the valid online Caste Certificate issued by the competent Authority is not in possession with the candidate at the time of submission of the online application form, he/she must give self declaration in the format appended to the online application form.
 - Applicants claiming age relaxation under "Ex-Serviceman" category need to upload any one of the Ex-Servicemen Documents i.e. **Discharge Certificate/ Identity card/ PPO (wherein the date of entry,**

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date of discharge and period of service rendered in Defence Forces have been reflected). The scanned document must be in "Pdf" format between ranges of 100kb to 500 kb.

- **In-service contractual employees in Government Offices** claiming age relaxation up to 45 years (as on 01.01.2020) as per Govt. in G.A. Department Notification No.GAD-SC-Rules-0061-2013-1147/Gen dtd.17.01.2014 & Notification No.GADSC-Rules-0009-2013/32010/Gen dtd.12.11.2013 and who have completed minimum one year of continuous service prior to commencement of Odisha Group- B/ Group-C& D posts Contractual Appointment Rules, 2013 must possess the required certificate issued by the concerned employer in the proforma prescribed by the Commission vide Advisory Notice No.3568/OSSC dated 01.11.2019 available in the website of the Commission www.osscc.gov.in. They shall have to fill the detail information like Name of the Employer, Scheme of appointment, date of appointment, whether covered under Category-I/Category-II (as per clause-8 of Odisha Group-B/Group-C & D Contractual Appointment Rules-2013), FD Approval/Concurrence No. in the online application form and candidate has to produce the originals during Certificate Verification on the date of viva-voce-cum-Psychological test for consideration of his/her claim under Contractual in-service benefits.

Note:The candidate should ensure that the scanned Photograph and scan copy of full Specimen Signature, Left/Right Hand Thumb Impression and other relevant documents uploaded must be clearly identifiable/ visible, otherwise the registration and application shall be liable for rejection and no correspondence on this account shall be entertained.

Candidates must submit correct data /information in the Online Application Form basing on which the candidate shall be allowed to appear the examination. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her online application is false/incorrect or the candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria prescribed for the post, his/her candidature for the post will be cancelled forthwith.

3. **Vacancy position to be filled up & reservation :**

As per requisition submitted by the D.G. of Police, Fire Services, HGs & CD, Odisha, Cuttack, the category-wise break-up of the total no. of posts to be filled up by this recruitment is as follows:

3. (a) **Vacancy Position:**

Sl. No	Name of the post	No. of vacancies					Nos. of vacancies reserved for Special categories	
		SC	ST	SEBC	UR	Total	Ex-SM	Sports person
1	Civil Defence Instructor/Senior Store Inspector	02	03 (W-01)	01	06(W-3)	12 (W-4)	Nil	Nil

Abbreviations: M-Men, W-Women, UR-Unreserved

NOTE:- ST- Scheduled Tribe,
SC-Scheduled Caste
SEBC-Socially & Educationally Backward Class,
UR- Un-Reserved.
Ex-SM-Ex-Serviceman

N.B:- The numbers of vacant posts to be filled up on the basis of this recruitment process are subject to change at any time at the discretion of the Commission/Requisitioning Authority which be duly notified in the Commission's website.

4. **Remuneration & Condition of Service:**

The appointment will be initially on contractual basis carrying a consolidated pay of Rs.16880/- per month (for 1st year) as per Odisha Group-B posts (Contractual appointment) amendment Rules, 2017 notified vide Govt. in G.A. & P.G. Dept. Notification No. GAD-SC-RULES-0037-2017-19569/Gen dated 12th September 2017. The Condition of Service shall be governed by Odisha Group-B Posts (Contractual

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Appointment) Rules, 2013 as per G.A. Department Notification No. 1147/Gen. dated 17.01.2014 and the Home Department SRO No.139/2018 dated 12.04.2018.

5. **Eligibility criteria for the posts.**

5(a) Age:

- (i) The minimum age for the post is 21 years and the maximum age is 32 years as on 01.01.2020. The upper age limit is relaxable by 5 years in case of SC, ST, SEBC & Women candidates and by the total period of service rendered in Defence Service in case of Ex-Servicemen candidate. However, a candidate can avail only one type of age relaxation as per rule. To be eligible, candidates not enjoying any age relaxation of upper age limit must **not born earlier than 2nd January 1988 and not later than 1st January 1999.**
- (ii) **The Ex-Servicemen personnel having more than six months to be discharged from the forces as on the last date of registration of this online application form are not eligible to apply for the post.** However such candidates who are due to retire within six months from the last date of registration of this online application form are eligible to apply for the posts. But such candidates shall have to submit the discharge certificate before the Certificate Verification Board on the date of Viva-Voce-cum-Psychological Test for verification for considering their claims for age relaxation under Ex-Servicemen category. However, they must upload a certificate issued by the appropriate authority indicating there in the date of joining in Forces, date of discharge and total period of service rendered in defence forces to avail age relaxation and to check his eligibility to apply for the post.

Note

As there is no vacancy for Ex- Servicemen category the candidates applying Ex-Servicemen shall avail age relaxation to apply for the post.

- (iii) The upper age limit is relaxable for in service contractual employees working in State Government offices of Odisha, engaged by the Government or through manpower service provider agencies who have completed at least one year of continuous service prior to commencement of Odisha Group-B/Group-C & Group-D posts (Contractual appointment) Rules,2013 (Notification No.32010/Gen dated 12.11.2013 & Notification No.1147/Gen dated 17.01.2014 respectively). They must be less than 45 years as on 01.01.2020.

- 5.(b) Date of Birth recorded in the High School Certificate such as Board of Secondary Education of Odisha, Cuttack/ Central Board of Secondary Education, New Delhi/ Indian Council of Secondary Education, New Delhi or equivalent certificate issued by the concerned Board/ Council will only be acceptable to the Commission.

5.(c) **Educational Qualification**

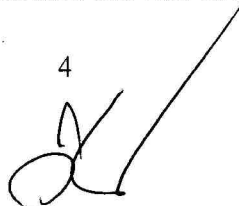
Candidates applying for the post must have possessed Bachelors Degree in any discipline from a recognized University incorporated by an Act of Central or State Legislature in India or other educational institutions established by an Act of Parliament or declared to be Deemed as Universities under Section -3 of the University approved by the Central Government from time to time with basic knowledge in Computer Skill.

Note:- The candidate must have possessed the required qualification as on or before the closing date of Online Application Form.

5.(d) **General Eligibility Criteria**

A candidate in order to be eligible for the posts/appearing at the competitive examination must be

- (i) Nationality – Must be a citizen of India
- (ii) Knowledge in Odia – He must be able to speak, read and write Odia and must have passed
- (a) Middle School examination with Odia as a language subject; or
- (b) Matriculation or equivalent examination with Odia as medium of examination in non-language subject; or



- (c) Passed in Odia as language subject in the final examination of Class-VII or above from a school duly recognised by the Govt. of Odisha/ Central Government; or
- (d) Passed a test in Odia in Middle English School Standard conducted by the the School & Mass Education Department, government of Odisha.
- (iii) Marital Status – A candidate if married must not have more than one spouse living;
- (iv) Physical Fitness – A candidate must be of good physique, sound health, and free from any physical defect likely to interfere with the discharge of his duties in the service.

A candidate shall have to appear before the Medical Board before appointment & after such medical examination, as the Government may prescribe, if not found to satisfy these requirements shall not be appointed to the service.

Persons with disabilities shall not be eligible for recruitment under these services. The candidates possessing the minimum physical standard as detailed at **clause-8(ii)(a)** are eligible to apply for the post.

(v) **Eligibility of Government Employees:** Government servants, whether temporary or permanent, are eligible to appear in the examination provided they possess the requisite qualifications and are within the prescribed age limit. Such candidates should submit the NOC from the concerned appointing authority at the time of Viva-Voce-cum-Psychological Test.

6. Examination Fees:

- i. The candidates other than SC/ST category shall have to pay a non refundable examination fee of Rs.200/- (Rupees Two Hundred only) by 19.08.2021 only through online mode using Internet Banking/ Debit Card/Credit card or any other available Payment methods linked with the online application form. The Candidates should keep with them a copy of the payment slip showing successful transaction of fees for future reference. SC & ST candidates are exempted from paying examination fee.
- ii. **Applications without payment of examination fees (except SC/ST category candidates) will be treated as incomplete and shall be liable for rejection.**

7. Certificates / documents to be submitted at the time of certificate verification

The certificates/documents as listed below need to be produced by the candidate in original along with a set of self-attested copies of the same and downloaded copy of online application form duly ink signed at the bottom of each page during certificate verification.

- (i) Copy of online application form.
- (ii) HSC or equivalent pass certificate & mark sheet issued by any recognised Board/Council.
- (iii) +2 or equivalent pass Certificate & Mark sheet.
- (iv) Bachelors Degree pass Certificate & Mark sheet in any discipline.
- (v) Computer proficiency certificate & mark sheet either in PGDCA/DCA from a recognised Institution.
- (vi) Candidates of SC/ST/SEBC category have to submit self attested photocopy of a valid caste certificate issued through online mode only by competent authority.
- (vii) Candidates have to submit certificate of passing HSC examination with Odia as a compulsory subject, or in lieu thereof a certificate of passing a language test in Odia in final examination of Class-VII issued by Principal/Head Master or any Educational Institution duly recognised by Govt. of Odisha/ Central Govt. or other competent authority.
- (viii) **Copy of e-receipt/transaction slip (except SC & ST candidates) showing successful payment of Rs.200/- towards examination fees.**
- (ix) Candidates claiming age relaxation under Ex-servicemen category must submit Discharge certificate/ identity Card / P.P.O issued by the appropriate Authority wherein the Date of Entry, Date of Discharge & Period of Service rendered in Defence forces etc are mentioned.
- (x) In-Service contractual employees claiming age relaxation and contractual In-service benefits must submit a Certificate from employer in the proforma prescribed by the Commission vide the **Advisory Notice No.3568/OSSC dated 01.11.2019** available in the website of the Commission www.osscc.gov.in. along with the copy of appointment order indicating there in the scheme of appointment etc.
- (xi) Self attested copy of any of the Identity card such as Voters I.Card/Pan Card/Pass Port/Aadhar Card/D.L. issued by any Government Authority with candidates' Photograph therein.

8. Plan of Examination:

The recruitment examination shall consist of the following stages.

Sl. No.	Stages of the Test/ Examination/ weightage Marks	Paper & Duration	Marks	Type of the Test
i	Preliminary Examination	One paper of One hour duration. Qualifying Only. Note: Candidates about 20 times of the vacancies in order of merit category wise basing on the marks in the Prel. Exam shall be shortlisted for appearing the Physical Tests.	100 Marks	Objective type to be conducted Online Test on CBRE Mode. There will be negative marking of @ 0.25 marks for each wrong answer in the preliminary examination.
ii	Physical Measurement and Physical Test	Qualifying in nature as per Physical Standards & qualifying Physical Test events prescribed at Clause-8(ii)(b) of this advertisement.	No marks	Physical Test as prescribed at clause-8(ii) Candidates qualifying in the Physical Measurement & Physical Test shall be eligible to appear the Main Written Examination.
iii	Main Written Examination	Four Papers in four sittings i.e. Paper-I-General English, Paper-II-Odia Language Paper-III-General Studies and Paper-IV-Computer Skill Test (Paper -IV- qualifying in nature, qualifying mark is 17)	350 Marks (Paper-I-50 Marks, Paper-II-50 Marks and Paper-III-200 Marks) Paper-IV-50 Marks	Paper-I- 1&1/2 hours (Subjective Type) Paper-II- 1&1/2 hours (Subjective Type) Paper-III- -3 hours-Objective type with MCQ type. There will be negative marking @ 0.25 marks for each wrong answer. Paper-IV- 45 minutes
iv	Viva-voce –Cum- Psychological Test	-	30 Marks	
	Total		330 marks	

Candidates qualifying in the Preliminary Examination shall have to appear the Physical Measurement & Physical Test. Those who will qualify in the Physical Measurement and Physical Test shall have to appear in the Main Written Examination. The Candidates qualifying in the Main Written Examination shall have to appear the Viva-voce-cum- Psychological Test. The qualifying marks in the Preliminary Test shall be such as may be fixed by the Commission. The marks obtained in the Preliminary Examination shall be qualifying in nature only.

Candidates, who obtained such minimum qualifying marks in the Main Written Examination or as may be fixed by the Commission at their discretion shall be called for viva-voce –cum-psychological test. The Test shall carry 30 marks (with no qualifying marks)

8. (i) Preliminary Test (qualifying only)

- The Preliminary Examination shall consist of one paper of 100 marks of **one hour** duration.
- The question shall be of objective type with multiple choices to be conducted through Computer Based Recruitment Test (CBRT) as per decision of the Commission.
- The questions shall be set proportionately from general science, current events of National & International importance, history of India and Odisha, Fundamentals of English grammar, Arithmetic of HSC standard, problem solving and reasoning. **The Commission at their discretion may fix a qualifying mark in the preliminary examination. Candidates about 20 times of the vacancies in order of merit category wise as per vacancies advertised shall be shortlisted in the Preliminary Examination to appear in the Physical Measurement and Physical Test.** The Candidates qualifying in the Preliminary Examination will be called for Physical Measurement & Physical Test. The date, time & venue of the Test will be intimated to the candidates through website of the Commission in due course.

There will be negative marking of @ 0.25 marks for each wrong answer in the preliminary examination.

8.(ii) Physical Measurement & Physical Test (qualifying)

The candidates qualifying in the preliminary test will be required to appear before the Physical Test Board(s) to be constituted by the Commission. The date and venue of such tests will be uploaded into the website of the Commission. The eligible candidates qualifying in the Preliminary Examination are required to access the Commission's website, 'www.oss.gov.in' to download their admission letter to ascertain the date, venue and time of the test and to appear the Physical Test. This test is of qualifying in nature. The candidate must qualify the Physical Standard Measurement Test and Physical Efficiency Test as detailed below.

(a) Physical Standard Measurements:

Category	Height	Weight	Chest	
			Un-expanded	Expanded
UR & SEBC(M)	168 Cm.	55 Kg	79 Cm.	84 Cm.
UR & SEBC(W)	155 Cm.	47.5 Kg.	-	-
SC/ST (M)	163 Cm.	50 Kg.	76 Cm.	81 Cm.
SC/ST(W)	150 Cm.	45 Kg.	-	-

(b) Physical Efficiency Tests:

For Men of all categories:

1. For men of all categories, the **Physical Efficiency Tests** shall comprise of the following events.
 - (i) Running 1.6 Kms. in 8 minutes
 - (ii) Cycling 1.6 Kms. in 5 minutes.
 - (iii) Long jump of 3.66 Meters in length in three attempts.
 - (iv) Cross-country – 5 Kms. within 40 minutes
 - (v) Running over low hurdles of 77 Cm. heights, 100 meters with 10 flights, in 25 seconds,
 - (vi) High jump -1.22 meter in 3 chances
 - (vii) Swimming - 100 meters
 - (viii) Rope climbing:- Candidate will be required to climb up to height of 6 Meters from the ground level using his hands only in 3 chances.
 - (ix) Test for detecting of acrophobia by ladder climbing up to 8 meters from the ground level in 3 chances only.

2. For Women of all categories:

- (i) Running 1.6 Kms. in 10 minutes
- (ii) Cycling 1.6 Kms. in 7 minutes
- (iii) Long Jump of 2.77 Meters in length in three attempts
- (iv) Cross-country – 4 Kms. within 40 minutes
- (v) Running over low hurdles of 77 Cm. heights, 80 meters with 10 flights, in 25 seconds.
- (vi) High jump -1.00 meter in 3 chances
- (vii) Swimming - 100 meters
- (viii) Rope climbing:- Candidate will be required to climb up to height of 5 Meters from the ground level using his hands only in 3 chances.
- (ix) Test for detecting of acrophobia by ladder climbing up to 8 meters from the ground level in 3 chances only.

Note-1) Failure in any of the Physical Measurement/ Test shall lead to disqualification of the candidate and he/she is not eligible to appear in further Test(s) of the recruitment examination. Any grievance or complaint in course of the Physical Test should be brought to the notice of the Chairman of the Physical Test Board instantly on the very day before completion of the Test and the decision of the Chairman of the Board in this regard shall be final and binding.

2) Candidates should appear in the Physical Test at their own risk. The Commission will not take any responsibility nor will accept any liability for any injury; damage or any type of loss that may accrued to a candidate during the course of the Physical Test. Candidates should satisfy themselves that they are

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physically and mentally fit to undertake Physical Test. **The candidates applying for the post are therefore advised to keep them physically fit to appear the Physical Test to be conducted by the Commission after the preliminary examination.**

8. (iii) Main (written) examination (Total 350 marks)

The candidates qualifying in the Physical Measurement & Physical Test will be allowed to appear in the Main Written Test which shall comprise of three papers carrying 300 marks in the as prescribed below.

Paper	Subject	Maximum Marks	Duration	Remarks
Paper-I	General English	50	1&1/2 hour	Descriptive Type
Paper-II	Odia Language	50	1 & 1/2 hour	Descriptive Type
Paper-III	General Studies	200	3 hours	200 questions Objective type test to be conducted through CBRE Mode. Each question shall carry 1 (one) mark each. There will be negative marking of @ 0.25 marks for each wrong answer.
Paper-IV	Computer Skill Test	50.	45 minutes	(qualifying only) qualifying mark -17

Paper-I : General English (50 marks)

The aim of the paper is to test the candidate's ability to read and understand serious discursive prose and to express his/her ideas clearly and correctly in English. The pattern of questions will broadly include the following with graduation standard.

- (i) Comprehension of a given passage
- (ii) Précis writing
- (iii) Usage and vocabulary
- (iv) Short essay writing
- (v) Questions to test the Knowledge of grammar.

The questions will be of descriptive type in which question cum-answer book will be used.

Paper-II: Odia Language (50 marks)

The questions shall be of graduation standard to test the following.

- (i) Comprehension of a given passage.
- (ii) Letter/Application/Report writing.
- (iii) Usage and vocabulary.
- (iv) Short essay writing.
- (v) Translation from English to Odia.

The questions will be of descriptive type in which question cum-answer book will be used.

Paper- III: General Studies (200 marks)

- A. The nature and standard of questions will be such that a well-educated person shall be able to answer them without having specialized study of the concerned subjects. The questions shall test general awareness of the candidates of a variety of subjects covering various fields of knowledge as expected from any graduate. The questions shall be in English & the candidates shall be required to answer in English only.

There will be negative marking of @ 0.25 marks for each wrong answer.

The paper on General Studies will include questions covering the following fields of knowledge.

- (i) **General Science and recent scientific/technological developments;**

Questions will test the candidate's awareness in the field of science and technology, including matters of everyday observations and experience.

(ii) Current events of National and international importance;

Questions shall be to test the knowledge of significant National and International events and of the topics of social relevance in the present-day India.

(iii) History of India from ancient times and Indian National Movement:

Emphasis will be on testing general understanding of social economic and political aspects of the Indian History. Questions on Indian National Movement will relate to the nature and character of the nineteenth century resurgence, growth of Nationalism, attainment of Independence and role of leading personalities in the freedom movement.

(iv) Indian and World Geography:

Emphasis will more be on geography of India. The questions will relate to physical and economic geography of the country. It shall cover the main features of Indian agriculture and National resources.

(v) Indian polity and economy;

Questions on Indian polity and economy shall be on political system. Constitution of India, Panchayati Raj Administration, Principal features and characteristics of Indian economy, planning and economic development of India.

(vi) Mental ability test of reasoning

(vii) Numerical ability test and Arithmetic of H.S.C. Standard;

Paper-IV- Computer Skill Test(Objective Type) – 50 marks(qualifying only)

An objective type test having multiple choices of answers basing on practical knowledge in operation of Computer such as MS word, MS Excel, Window, Power Point, Internet, E.mail etc. shall be the field from which question will be asked. The question shall be on practical operation knowledge of computer. Minimum qualifying marks in Computer Skill test shall be 17 marks. Candidates shall have to secure minimum 17 marks to be eligible for the post. Those candidates who score minimum qualifying mark in Computer Skill Test, their answer paper in General English paper-1, Odia Language Paper-2 and General Studies Paper-3 shall only be evaluated.

9. Viva Voce-Cum-Psychological Test (30 marks)

There shall be a Viva-voce-cum-Psychological test to be conducted by the viva-voce board constituted by the Commission. For the purpose candidates numbering up to 3-times of the vacancies in order of merit category wise on the basing on the sum total of marks secured in the Main Written Examination secured by the candidates shall be called for the viva-voce-cum-psychological test. **The Test shall carry 30 marks.**

10. Place and date of written examination:

The date/time/ venue of the Preliminary Examination, Physical Test, written examination, & Viva Voce-cum-Psychological Test will be conveyed to the eligible candidates in the admission letters, in due course through the website of the Commission which will be downloaded by the eligible candidates to appear the examination/test. The date of examination will be notified in due course through a public Notice which will be published in two leading local dailies as well in website of the Commission prior to about one month of the examination. Alert message will be also sent to candidates in their registered email id /mobile number. Candidates, after applying for the post are advised to keep constant touch with the website of the Commission to know further details about the examination.

11. Admission letter:-

The Commission shall upload the Admission letter of this recruitment examination at different stages (preliminary exam / Physical test/ Main Written Exam/ Viva-voce –cum-Psychological Test) of the admitted candidates on its Website. "www.osscc.gov.in". Alert message regarding different stages of the examination will also be sent to the admitted candidates at different stages in the mobile number Registered by the candidate in the on-line application form. *As such the candidates have to log on to the*

website of the Commission by clicking on the button '**candidate's login**' and then provide 'user Id' and 'password' upon which the status of the application will be displayed on the screen. The candidates are advised to download their respective Admission letters and take print out thereof. The admitted candidates will **have to produce the admission letter at the allotted examination centre for appearing in the examinations/tests**. The admission letter will carry intimation about the date, time and venue of the examination, and will bear the scanned photograph and scanned signature of the candidate with facsimile signature of the Secretary of Commission.

No Admission Letter/ call letter at any stage will be despatched to any candidate by post.

12. Selection Procedure

The Common merit list of the eligible candidates shall be prepared basing on the sum total of marks secured by the candidates in the Main Written Examination, and Marks secure in Viva-voce-cum Psychological Test. The candidates shall be selected category wise in order of merit as per vacancies notified in the advertisement.

The results will be published in due course in the Commission's website.

Note:-

- i. The candidates are required to be in constant touch with the website of the Commission, 'www.osscc.gov.in' for detailed information about the programme of the examination/physical test/ viva-voce test, notice regarding rejection of the application, other important notices etc. and also keep track of publication of various notices relating to this recruitment to be published in the leading odia local daily newspapers for information.
- ii. Candidates should possess a valid E-mail address & Mobile number which should remain active till publication of the final result pursuant to the Advertisement. The Commission shall not be responsible for any loss/ non receipt of message/information sent on the wrong/invalid e-mail address & mobile number provided by the candidate in the online registration form or for delay/non-receipt of information if a candidate fails to access his/her E-mail or Mobile phone in time. Candidates will be allowed in the examination only if they possess a valid admission letter issued by the Commission and a valid Photo Identity proof issued by any Govt. Authority.

WARNING

- iii. Mobile phone or any other communication device is not allowed into the premises of the OSSC examination centre. The candidates are advised not to bring any such banned items to the examination centre venue. Any infringement of these instructions will entail debarment of the concerned candidate from the particular examination/future examinations.

By order of the Commission


Secretary