



ODISHA PUBLIC SERVICE COMMISSION

ADVERTISEMENT No. 05 of 2022-23

**Recruitment to the posts of SDIPRO (OIS-II), Group-B of Odisha
Information Service Cadre in Information and Public Relations**

Department

WEBSITE <http://opsc.gov.in>

Online Applications are invited from the prospective candidates through the Proforma Application to be made available on the Website of the Commission- <http://opsc.gov.in>. **The link for online application and submission shall be available from 05.08.2022 to 05.09.2022 (Note: 05.09.2022 is the last date for submission of Registered Online Application)** for recruitment to **19 (Nineteen)** posts of SDIPRO (OIS- II), Group-B of Odisha Information Service Cadre under Information & Public Relations Department in the scale of pay of Rs.44,900/- to Rs.1,42,400/- in Level-10 in the Pay Matrix provided under Rule-3 of ORSP Rules, 2017 with usual Dearness and other Allowances as may be sanctioned by the Government of Odisha from time to time. These posts are permanent.

2. VACANCY POSITION:

As per requisition filed by Information & Public Relations Department, Government of Odisha, the vacancy position along with reservation thereof is given below:

Sl. No.	Category	No. of Vacancies
1	Unreserved	14(5-W)
2	SEBC	01
3	Scheduled Caste	03(1-W)
4	Scheduled Tribe	01
Total		19(06-W)

- (a) Out of the total 19 vacancies, 01 post is reserved for **Ex-Servicemen as per the Odisha Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985**, 01 post is reserved for **Persons with Disabilities having Low Vision and whose permanent disability is 40% and more as per SSEPD Department Resolution No.1843/SSEPD dt.25.02.2021**. Candidates belonging to PWD category, Ex-servicemen shall be adjusted against the categories to which they belong. The details of such reservations are given below:

Sl. No.	Category	Sub-Category	No. of vacancies reserved
i.	Ex-Servicemen		01
ii.	Persons with Disability with category of Disability	Cat-I (Low Vision)	01

(b) Exchange of reservation between Scheduled Caste & Scheduled Tribe will not be considered in the non-availability of eligible SC/ST candidates.

(c) In case of non-availability or availability of insufficient number of eligible women candidates belonging to any particular category, the vacancies or the remaining vacancies will be filled up by male candidates of that category.

(d) The number of vacancies to be filled up on the basis recruitment is subject to change by Government without notice, depending upon the exigencies of public service at the discretion of the State Government.

3. AGE:

A candidate must have attained the age of 21 (twenty one) years and must not be above the age of 38 (thirty eight) years as on the 1st day of January 2022 i.e. he/she must have been born not earlier than 2nd January, 1984 and not later than 1st January, 2001.

Provided that the upper age limit shall be relaxable by 05 (five) years for candidates belonging to Scheduled Caste (S.C.), Scheduled Tribe (S.T.),

Socially & Educationally Backward Classes (SEBC), Women and Ex-Servicemen and by 10 (ten) years for Persons with Disabilities whose permanent disability is 40% (forty percent) and more.

Persons with Disabilities belonging to **S.C./S.T./S.E.B.C.** categories are eligible for cumulative age relaxation benefits of **15 years**.

SAVE AS PROVIDED ABOVE, THE AGE LIMITS PRESCRIBED CAN IN NO CASE BE RELAXED.

Provided that a candidate who comes under more than one category mentioned above, he/she will be eligible for only one age relaxation benefit, which shall be considered most beneficial to him/her.

Date of birth entered in the High School Certificate or equivalent certificate issued by the concerned Board/Council will only be accepted by the Commission.

4. EDUCATIONAL QUALIFICATION:

A candidate must possess a Bachelor's Degree with one year Post Graduate Diploma in Journalism/ Mass Communication or Degree in Journalism/ Mass Communication and must have adequate knowledge in Computer Application.

5. METHOD OF SELECTION:

The selection of candidates for recruitment to the posts shall be made on the basis of **Written examination and Viva Voce test**.

(i)The written examination will be of subjective type consisting of four papers each consisting of 100 marks and 02 (two) hours duration whose details are placed at **Annexure-A**.

Written Test:-

- a. Paper-I- Odia
- b. Paper-II- General English
- c. Paper-III- General Awareness
- d. Paper-IV- Journalism & Mass Communication

Viva-voce Test:-

This test shall consist of 30 (thirty) marks.

(ii) The candidates who secure such minimum qualifying marks in the written examination, as may be fixed by the Commission shall be called to appear in the Viva Voce test in the following manner:

"WHERE THE NUMBER OF VACANCIES IS UPTO 2(TWO), THE NUMBER OF CANDIDATES TO BE CALLED FOR VIVA-VOCE MAY BE 5(FIVE), WHERE THE NUMBER OF VACANCY EXCEEDS 2(TWO), THE NUMBER OF CANDIDATES TO BE CALLED FOR VIVA-VOCE MAY BE TWICE THE NUMBER OF VACANCIES."

(iii) The Commission shall prepare a list of successful candidates in order of merit on the basis of sum total marks secured in the written test and Viva test which shall be equal to the number of category wise vacancies advertised.

(iv) (a) If two or more candidates secure equal marks in the aggregate, the order of merit shall be determined in accordance with the highest marks secured by such candidates in the Written Examination.

(b) In case of further tie (i.e. marks obtained in aggregate and as well as Written Examination), the merit will be arranged in order of date of birth i.e. the older in age will be ranked higher.

6. PLACE OF EXAMINATION:

The written examination shall be held at Cuttack. It may also be held at Bhubaneswar depending on the number of candidates from the respective zones. The programme of the Examination shall be notified well in advance.

7. OTHER ELIGIBILITY CONDITIONS:

- (i) A candidate must be a citizen of India;
- (ii) A candidate must be able to speak, read and write Odia and have
 - a) passed matriculation or equivalent examination with Odia as a medium of examination in non-language subject; **or**
 - b) passed in Odia as language subject in the final examination of Class-VII or above from a school or educational institution

recognized by the Government of Odisha or the Central Government; **or**

- c) passed a test in Odia in Middle English School Standard conducted by the School & Mass Education Department of Govt. of Odisha/Board of Secondary Education Odisha.
- (iv) A candidate, who has more than one spouse living, will not be eligible for appointment unless the State Government has exempted his/her case from operation of this limitation for any good and sufficient reasons;
- (v) Government servants, whether temporary or permanent, are eligible to apply provided that they possess the requisite qualification and are within the prescribed age-limit as provided under Para-3 and 4 of this advertisement. **They must inform their respective Head of Offices in Writing regarding submission of their application for this recruitment and obtain 'No Objection Certificate',**
- (vi) If a candidate has at any time, been debarred for a certain period/chance(s) by the Odisha Public Service Commission or other State Public Service Commission or U.P.S.C. from appearing at any examination/Viva Voce test, he/she will not be eligible for such recruitment for that specified period/chance(s);
- (vii) Only those candidates, who possess the requisite qualification & are within the prescribed age limit and fulfil other eligibility conditions by the closing date of submission of online application, will be considered eligible;**
- (viii) A candidate who claims change in his/her name after having passed the H.S.C. examination, is required to furnish copy of publication of the changed name in the local leading daily newspaper as well as copy of notification in the Gazette in support of his/her change of name.
- (ix) Every person appointed to the service shall be on probation for a period of 02 (two) years with effect from the date of joining in the post.

- (x) A candidate must be of good mental condition and bodily health and free from any physical defect likely to interfere with the discharge of his duties in the service. A candidate, who after such Medical examination as the Government may prescribe, is not found to satisfy these requirements shall not be appointed to the service.

8. IMPORTANT POINTS:

- (i) **Online applications submitted to OPSC if found to be incomplete in any respect are liable to rejection without entertaining any correspondence with the applicants on that score.**
- (ii) **Admission to the Written Examination / Viva Voce test will be provisional. If on verification at any stage before or after the written examination / viva voce test, it is found that a candidate does not fulfil all the eligibility conditions, his/her candidature will be liable to rejection. Decision of the Commission in regard to eligibility or otherwise of candidate shall be final;**
- (iii) Concessions meant for **S.T./ S.C. by birth and SEBCs** are admissible to the Scheduled Tribe, Scheduled Caste and Socially Educationally Backward Classes of Odisha only. Community / Caste status once mentioned by the candidates under the appropriate box of the online application form will be treated as final and the same shall not be changed subsequently under any circumstances.
- (iv) This advertisement should not be construed as binding on the Government to make appointment.
- (v) Any misrepresentation or suppression of information by the candidate in the online Application, will result in cancellation of his/her candidature or penalty, as decided by the Commission be imposed on the candidate.
- (vi) All persons appointed under the Government of Odisha on or after 1st January, 2005 shall not be eligible for pension as defined under sub-rule (1) or Rules-3 of the Odisha Civil Service (Pension) Rules, 1992, but shall be covered by the defined Contribution Pension Scheme in accordance with the Odisha Civil Service (Pension) Amendment Rules, 2005.

9. CERTIFICATES/DOCUMENTS TO BE ATTACHED:

Candidates who will qualify in the written examination will be required to bring with them the hard copy of online application form with copies of following relevant certificates/documents and originals of the same for verification of their eligibility as per terms and conditions of the advertisement, the date of which shall be notified later on in due course, failing which his/her application will be rejected for the said post. The candidates are required to mention on each copy of documents **“Submitted by me”** and put their **full signature and date on the same**. **They must not attach the original certificates to their applications.**

- (i) H.S.C. or equivalent certificate in support of declaration of age issued by the concerned Board /Council;
- (ii) Intermediate/+2 Examination Certificate issued by the concerned Board /Council;
- (iii) Bachelor’s Degree Certificate
- (iv) Certificate Post Graduate Diploma in Journalism /Mass Communication
- (v) Degree Certificate in Journalism/Mass Communication issued from the recognized University.
- (vi) Certificate in support of adequate knowledge in Computer Application.
- (vii) Mark-lists in support of all the aforesaid Examinations passed including fail marks, if any, issued by the concerned Board / Council/University.

NOTE 1:

- (a) **Candidates who have not been awarded percentage of marks, but only "GRADE MARKS", should, along with their applications, produce the conversion certificate from the concerned University indicating the actual equivalent percentage of marks and the conversion formula failing which, their applications are liable to be rejected.**

(b) While filling up the marks in the online application form, the candidate has to mention the actual marks secured by him/her in each Semester/Annual examination in the H.S.C, +2, Degree & Bachelors' Degree (excluding the marks secured in the Extra Optional paper).

- (viii) Required Odia pass certificate;
- (ix) Caste Certificate **by birth** in support of claim as S.T./S.C. and S.E.B.C. whichever applicable.
- (x) Two recent passport size photographs (unsigned and unattested) which has been uploaded in the Online Application Form, along with the printout/hard copy of the Online Application Form;
- (xi) **Ex-Servicemen** are required to attach copy of Discharge Certificate issued by the Commanding Officer of the Unit last served. They must submit an affidavit undertaking that he/she has not been appointed against any civil post after retirement from military service, wherever applicable;
- (xii) Permanent Disability Certificate (indicating percentage of permanent disability i.e. **40% and more**);
- (xiii) Any proof of identity.

NOTE 2:

- (i) **Candidates claiming to be belonging to S.T. /S.C. categories by birth & S.E.B.C Categories of Odisha are required to submit copy of the relevant Caste Certificate as mentioned in their online application form and issued by the competent authority in the prescribed form. Candidates of SEBC category (other than Creamy Layer) must submit copy of Caste Certificate issued by the competent authority within the last three years from the last date of submission of online application form;**
- (ii) **Women candidates belonging to S.C./S.T./S.E.B.C Categories are required to submit Caste Certificates by birth showing**

"daughter of". Caste Certificates by virtue of marriage (i.e. showing "wife of") is not acceptable.

(iii) O.B.C. CERTIFICATES WILL NOT BE ACCEPTED IN LIEU OF S.E.B.C. CERTIFICATES.

(iv) Community (Caste status) once mentioned by the candidates in the online application shall not be changed under any Circumstances.

The competent authorities are:- District Magistrate/Collector or Additional District Magistrate or Sub-divisional Magistrate/Sub-Collectors or Executive Magistrates or Revenue Officers, not below the rank of Tahasildar /Additional Tahasildar of Government of Odisha.

NOTE 3:

Degree Certificate, P.G. Diploma Certificate, Caste Certificate, Odia Test Pass Certificate, Discharge Certificate of Ex-Servicemen and Permanent Disability Certificate must have been issued by the competent authority on or before the last date fixed for submission of online application form as indicated above.

10. GROUND OF REJECTION OF APPLICATION:

Applications of candidates will be rejected by the Commission on any of the following grounds:

- (a) In-complete online application form.
- (b) Non-submission of hard copy of online application form at the time of verification of original documents.
- (c) Not coming within age limit as mentioned in Para-3 of Advertisement (Overage relaxation shall not be allowed to PWD candidates having less than 40% disability).
- (d) Declaration not signed (full signature) by the candidate in the hard copy of online application form.
- (e) No required educational qualification as provided under Para - 4 of Advertisement.

- (f) **Not furnishing copies of certificates/documents as provided under Para-9 of Advertisement.**
- (g) **Odia Test pass evidence not furnished/not passed as required under Para-7(ii) of the Advertisement.**
- (h) **Submission of wrong information / false information about qualification / Age/ O.T. Pass evidence/ Category Status (ST/ S.C. /SEBC/PWD /Women/Ex-Servicemen etc.).**
- (i) **Suppression of facts / information about eligibility, if any.**
- (j) **Any other ground as per the decision of the Commission.**

N.B:- APPLICATION / CANDIDATURE OF A CANDIDATE SHALL BE REJECTED AT ANY STAGE OF RECRUITMENT PROCESS, WHEN DISCREPANCY IS NOTICED /DETECTED.

11. HOW TO APPLY:

- (a) Candidates must go through the details of this Advertisement available in the Website of OPSC before filling up online application form.
- (b) Candidates must apply online through the concerned Website of the OPSC <http://opsc.gov.in>. Applications received through **any other mode** would not be accepted and summarily rejected.
- (c) **Before filling up the online application form, the candidates must go through the following documents available at OPSC portal.**
- (d) The online application form is automated and system driven and will guide the candidate seamlessly in filling the application. The requisite options shall be enabled and information shall be asked as per data furnished by the candidate. Before filling up the information, ensure that accurate information is fed, for edit option is limited and on confirmation there is no scope for further edit even if wrongful entry has been made while filling up application.
- (e) Candidates are requested to upload the scanned image of latest passport size photograph along with scanned image of his/her full signature and scanned image of Left Hand Thumb Impression(LTI) in the online application form. Uploaded photograph, Specimen (full) signature and LTI must be clearly identifiable / visible, otherwise the

application of the candidate is liable to be rejected by the Commission and no representation from the candidate will be entertained.

- (f) Candidates should keep at least two copies of latest passport size photograph which is uploaded to the online application form for future use.
- (g) *On successful submission of the online Registration, an unique "Permanent Public Service Account Number (PPSAN)"/ "Registration ID" will be assigned to the applicant. Candidates are required to take printout of the finally submitted online Registration/Re-registration and Application and finally submitted Online Application forms and put his/her signature under the declaration for submission to OPSC along with copies of requisite certificate & documents as and when asked.*
- (h) The candidates are advised to submit the Online Application Form well in advance without waiting for the closing date to avoid last hour rush.
- (i) *Certificate of Admission of written examination to the eligible candidates will be uploaded in the Website of the OPSC prior to the date of written examination which will be published in the Website of the Commission and Newspapers. The candidates are required to download their Admission Certificate from the Website of the Commission and produce the same at the Examination centre for admission to the written examination. No separate correspondence will be made on this score.*
- (j) "Intimation letters" to candidates for document verification & interview and "Attestation form" & " Bio-data form" shall be uploaded in the website of OPSC prior to the date of Document Verification/Interview.
- (k) Any complaint on the conduct of examination must be sent to the Grievance Wing of the Commission by E-mail (opsc@nic.in) within 03 (three) days of completion of the examination.

12. FACILITATION COUNTER:

To resolve any Technical problem faced in filling up of online Registration/ Re registration and Application forms, candidate may contact OPSC Technical Support over **Telephone No. 0671-2304707 between 10.30 A.M. to 1.30 P.M. & 2.00 P.M. to 5.00 P.M. on any Odisha Government working days.**

In case of any guidance/information on this advertisement & recruitment, candidates may go through the **FAQ** available in the website of the Commission or contact the O.P.S.C. Facilitation Counter over **Telephone No. 0671-2304141/2305611 & Extn.-207** on any working day between **10.30 A.M. to 1.30 P.M. & 2.00 P.M. to 5.00 P.M.**

The candidates are required to visit the website of the Commission at **<http://opsc.gov.in>** for detailed information about important notices, rejection of application, the date & time of Written Examination/Interview and also keep track of publication of various notices to the effect in the leading local daily newspapers for information.

CLOSING DATES

(A) The link for online application and submission shall be available from 05.08.2022 to 05.09.2022 in the website (Note: 05.09.2022 is the last date for submission of Registered Online Application)

NB:- THE ONLINE APPLICATION FORM IF FOUND DEFECTIVE IN ANY RESPECT ARE LIABLE TO BE SUMMARILY REJECTED.

PLACE:- OPSC, CUTTACK

DATE:- 16.07.2022


SECRETARY

ODISHA PUBLIC SERVICE COMMISSION

ANNEXURE-A**(SCHEME AND SYLLABUS OF THE EXAMINATION)**

The Competitive Examination shall be conducted consisting of the following subjects carrying marks as shown against each given below

(i) **Odia** - 100 marks: 2 Hours duration.

The questions will be of the prescribed standard of Graduation and shall consist of

- (a) Essay writing
- (b) Preparation of News Item
- (c) Preparation of a Speech
- (d) Grammar and Word Power
- (e) English to Odia translation
- (f) Comprehension
- (g) Question of Odia Language, Literature & Culture

(ii) **General English** -100 marks: 2 Hours duration.

The questions will be of Graduation standard and shall consist of

- (a) Essay writing
- (b) Letter writing
- (c) Odia to English translation
- (d) Summary or Precis writing/ Comprehension
- (e) Grammar

(iii) **General Awareness**-100 marks: 2 Hours duration

The question will be relating to Indian History, Geography, Culture, Political Affairs with specific relation of Odisha, General Science with emphasis on everyday life, sports event, current affairs and General Knowledge in Odia Literature. The question paper shall be in English.

(iv) **Journalism & Mass Communication**-100 marks: 2 Hours duration

- (a) Communication, Theories and Laws of Communication
- (b) Mass Media, Social Media, Media Management
- (c) Public Relations, Planning and Strategy
- (d) Basic PR Reporting Skills
- (e) Advertising, Planning, Designing and Campaign

(v) Viva Voce Test-30 marks