

PUBLIC SERVICE COMMISSION, WEST BENGAL

Advertisement No. 8/2013

Applications in the prescribed format given below are invited from Indian Citizens and such other nationals as are declared eligible by Govt. of India for recruitment to the undermentioned posts. Posts at Sl. No. 10 is temporary & Posts at Sl. No 6 & 8 is temporary (but likely to be permanent). All other posts are permanent

N.B. : ABILITY TO READ, WRITE AND SPEAK IN BENGALI IS AN ESSENTIAL QUALIFICATION FOR RECRUITMENT TO ALL POSTS AND SERVICES MENTIONED BELOW. PROVIDED THAT THE SAID COMPULSORY REQUIREMENT OF KNOWLEDGE IN BENGALI IS NOT APPLICABLE FOR NEPALI SPEAKING CANDIDATES FROM THE HILL AREAS OF THE DISTRICT OF DARJEELING UNLESS MENTIONED OTHERWISE AGAINST ANY PARTICULAR POST(S). THIS WILL BE TESTED AT THE TIME OF INTERVIEW.

1. ASSISTANT MISTRESS (BENGALI MEDIUM) in the under mentioned subjects (**Men unsuitable**) :

Item No.	Name of the Post	Vacancy
1(a)	ENGLISH	ONE [Reserved for Person with Disabilities (Locomotor Disability or Cerebral Palsy)]
1(b)	GEOGRAPHY	ONE (Reserved for OBC-A)
1(c)	LIFE SCIENCE	ONE (Reserved for OBC-A)
1(d)	SANSKRIT	ONE
1(e)	COMPUTER APPLICATION	TWO (1 each reserved for S.C. & S.T.)

2. ASSISTANT MASTER (ENGLISH MEDIUM) in the under mentioned subjects (**Women unsuitable**) :

Item No.	Name of the Post	Vacancy
2(a)	BENGALI	FOUR (1 reserved for S.C.)
2(b)	ENGLISH	FOUR (1 each reserved for OBC-B & S.C.)
2(c)	GEOGRAPHY	FOUR (1 each reserved for OBC-B & S.C.)
2(d)	HISTORY	FOUR (1 reserved for S.T.)
2(e)	LIFE SCIENCE	FOUR (1 each reserved for OBC-A, OBC-B & S.C.)
2(f)	MATHEMATICS	FOUR (1 each reserved for OBC-A & S.C.)
2(g)	NEPALI	ONE (Reserved for OBC-B)
2(h)	PHYSICS	FOUR (1 each reserved for OBC-A & S.C.)

3. ASSISTANT MASTER (NEPALI MEDIUM) in the under mentioned subjects (**Women unsuitable**) :

Item No.	Name of the Post	Vacancy
3(a)	ENGLISH	ONE
3(b)	NEPALI	ONE

4. ASSISTANT MISTRESS (NEPALI MEDIUM) in the under mentioned subjects (**Men unsuitable**) :

Item No.	Name of the Post	Vacancy
4(a)	CHEMISTRY	ONE (Reserved for OBC-A)
4(b)	GEOGRAPHY	TWO (1 reserved for OBC-B)
4(c)	HINDI	ONE (Reserved for S.C.)
4(d)	MATHEMATICS	ONE (Reserved for S.C.)
4(e)	PHYSICS	ONE

5. **ASSISTANT MISTRESS (URDU MEDIUM)** in the under mentioned subject (**Men unsuitable**) :

Item No.	Name of the Post	Vacancy
5.	PHYSICS	ONE (Reserved for OBC-A)

PAY : For all the posts at item no. 1, 2, 3, 4 & 5 Rs.9,000/- - Rs.40,500/- with Grade Pay Rs.4,800/- for candidates with Master's Degree and Rs.9,000/- - Rs.40,500/- with Grade Pay Rs.4,700/- for candidates with Honours Degree.

QUALIFICATIONS : (a) **Essential :** (i) For posts at item no. 1(a) ,1(b) & 1(d), 2(a) to 2(d) & 2(f) to 2(h), 3(a) & 3(b) & 4(a) to 4(e) & 5 Second Class Honours or Second Class Master's Degree from a recognised University in appropriate subjects viz. English, Geography, Sanskrit, Bengali, History, Mathematics, Nepali, Physics, Chemistry & Hindi as the case may be. **For post at Item No. 1(c) & 2(e)** Second Class Honours or Second Class Master's Degree of a recognised University in Zoology with Botany as a subsidiary subject in the Degree Course **OR** A Second Class Honours or Second Class Master's Degree of a recognised University in Botany with Zoology as a subsidiary subject in the degree course **OR** A Second Class Honours or Second Class Master's Degree of a recognised University in Physiology with Botany and Zoology as subsidiary subjects in the Degree Course. **For posts at item No. 1(e) (Computer Application)** - Bachelor of Science (Hons.) in Computer Science/Master of Science in Computer Science; **or** Bachelor of Computer Applications/Master of Computer Applications **OR** Bachelor of Engineering/Bachelor of Technology in Computer Science and Technology/Computer Science & Information Technology/Computer Science & Engineering **OR** Master of Engineering /Master of Technology in Computer Science & Technology/Computer Science & Information Technology/Computer Science & Engineering **OR** Bachelor of Science in Information Technology (Major) or Master of Science in Information Technology (Major).

(ii) **Knowledge in Bengali – Spoken & Written** [For the posts at item no. 1 (a) to 1(e)];
Knowledge in English - Spoken & Written [For the posts at item no. 2 (a) to 2(h)];
Knowledge in Nepali - Spoken & Written [For the posts at item no. 3 (a) & 3(b) & 4(a) to 4(e)];
Knowledge in Urdu – Spoken & Written For the posts at item no. 5

(b) **Desirable :** Degree in Teaching/Education or its equivalent (candidates not possessing this qualification may apply but if selected will draw the initial pay of the time scale on an ad-hoc basis till obtaining the same.)

AGE : For all the posts at Sl. Nos. 1 to 5 : **Not more than 32 years on 01.01.2013** relaxable upto 35 years for specially well qualified and experienced candidates and for persons holding substantive appointment in the Teaching branch of Education Department, West Bengal.

N.B. For all the posts at Sl. Nos. 1 to 5 : (i) **Selected Candidates may be posted in Govt. School/Madrasah in West Bengal and their services are transferable.** (ii) **The posts are borne in West Bengal Subordinate Educational Service.**

Item No.	Name of the Post	Vacancy
6.	HONS. GRADUATE/POST GRADUATE ASSISTANT TEACHER (WOMEN) IN PHYSICS IN RESIDENTIAL HIGH SCHOOL FOR TRIBAL GIRLS' AT BELPAHARI IN THE DISTRICT OF PASCHIM MEDINIPUR UNDER BACKWARD CLASSES WELFARE DEPARTMENT, GOVT. OF W.B.	ONE (Reserved for S.C.)

PAY : For Hons. Graduate Rs. 9,000/- - Rs. 40,500/- with Grade Pay Rs. 4,700/- and For Post Graduate Rs. 9,000/- - Rs. 40,500/- Pay in the Pay Band Rs. 11,160/- with Grade Pay Rs. 4,800/-.

QUALIFICATIONS: Essential: i) A 2nd Class Honours or 2nd Class Master's Degree in Physics of a recognised University; ii) Knowledge of Bengali – Spoken & Written.

Desirable : i) Degree in Teaching/Education of a recognised University or its equivalent; ii) Good Working Knowledge in Santhali Language.

AGE : **Not more than 32 years on 01.01.2013** relaxable for the persons having higher qualifications and/or longer experience than those prescribed and for persons holding substantive appointment in teaching posts under the Government of West Bengal.

N.B.: Selected candidates will be required to stay within the premises of the Residential High School for Tribal Girls' at Belpahari, Paschim Medinipur for which they will be provided with rent free accommodation.

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7.

Item No.	Name of the Post	Vacancy
7.	AGRICULTURAL MARKETING OFFICER (ADMINISTRATIVE) UNDER THE WEST BENGAL JUNIOR AGRICULTURAL SERVICE (MARKETING) UNDER THE DEPARTMENT OF AGRICULTURAL MARKETING	TWO (1 each reserved for OBC-A & S.T.)

PAY : Rs. 9,000/- - Rs. 40,500/- with Grade pay Rs. 4,700/- .

QUALIFICATIONS: Essential: i) A Masters' Degree or Honours degree in Economics or Statistics or Commerce or Agriculture from a recognized University; ii) One year's experience in Agricultural Marketing or Statistical Surveys in an organization of repute; iii) Knowledge of Bengali/Nepali – Spoken and Written.

Desirable : A degree in Law.

AGE : Not more than 32 years on 01.01.2013 relaxable for persons having higher qualifications and/or longer experience than those prescribed.

8.

Item No.	Name of the Post	Vacancy
8.	ASSISTANT CHEMICAL EXAMINER IN THE CHEMICAL EXAMINATION LABORATORY UNDER THE EXCISE DEPARTMENT, GOVT. OF W.B.	FOUR (1 each reserved for OBC-B, S.C. & S.T.)

PAY: Rs.9,000/- - Rs. 40,500/- plus Grade Pay Rs.4,700/-

QUALIFICATIONS: Essential: (a) A Second Class Master's degree or B.Sc. (Hons.) degree in Chemistry or Bio-Chemistry or Micro-Biology or equivalent of a recognised University; (b) A minimum 3(three) years' experience of analytical methods.

Desirable : A Doctorate degree in Chemistry or Bio-Chemistry or Micro-biology from a recognised University.

AGE : Not more than 32 years on 01.01.2013 relaxable for candidates having higher qualifications and/or longer experience than those prescribed as essential qualifications.

9.

Item No.	Name of the Post	Vacancy
9.	SUB-EDITOR FOR SANTHALI LANGUAGE UNDER THE DEPARTMENT OF INFORMATION & CULTURAL AFFAIRS, GOVT. OF W.B.	ONE

PAY: Rs. 9,000/- - Rs. 40,500/- with Grade pay Rs. 4,400/- .

QUALIFICATIONS: Essential: (i) A degree from a recognized university; ii) 2(Two) years' experience as Sub-Editor or Working Journalist in any Media House of repute; OR 2(two) years' experience as Mass Communication Practitioner in the Public Relations Wing of Government, Semi Government or Organization or/and Corporate House or Reputed Advertisement agencies with experience of bringing out house journals and publicity materials in print media. iii) Knowledge, Experience and Ability to prepare original manuscripts in Santali; iv) Knowledge, Experience and Ability to translate from English and Bengali to Santali; v) Thorough knowledge and ability of proof reading in Santali; vi) Santali must be the mother language of applicant.

DESERABLE : A degree or diploma or certificate in computer operation with knowledge in Pagemaker and Photoshop.

AGE : Not more than 35 years on 01.01.2013 relaxable at the discretion of the Commission for candidates having higher qualification and or / longer experience than those prescribed.

10.

Item No.	Name of the Post	Vacancy
10.	JUNIOR PROGRAMMER IN THE SECRETARIAT OF THE PUBLIC SERVICE COMMISSION, WEST BENGAL	TWO (1 reserved for S.C.)

PAY: Rs.9,000/- - Rs. 40,500/- plus Grade Pay Rs.4,400/-

QUALIFICATIONS: Essential: (a) **B.C.A. or B.Sc. in** Computer Science with First Class or at least 60% of marks or its equivalent from a recognized University/Institute or B.Sc. with DOEACC 'A' level. (b) One year's experience in Computer Programming in an Institution/Organisation of repute.

AGE : **Not more than 35 years on 01.01.2013** relaxable at the discretion of the Commission, for candidates having higher qualifications and/or longer experience than those prescribed herein above, and for persons holding substantive appointment under the Government.

FEE : Candidates must enclose with their application a fee of Rs160/- (Rupees one hundred and sixty) only for all the posts by Indian Postal Order which MUST BE PURCHASED ON A DATE AFTER PUBLICATION OF THIS ADVERTISEMENT and crossed and endorsed to the Secretary, Public Service Commission, West Bengal, or by a receipted Challan from a Govt. Treasury in West Bengal or the Reserve Bank of India, Kolkata under the head "0051-00-105-State PSC Examination fees-001-Examination fees-16 other fees". The Postal Orders should be made payable at G.P.O., Kolkata. **Money Order, Cheque, Bank Draft, Cash etc. will not be accepted.** No application will be considered unless accompanied with the requisite application fees. Candidates belonging to S.C./S.T. of West Bengal and persons with disabilities specified under Persons With Disabilities Rules, 1999 are not required to pay any fee. The application of such candidates will not be accepted if the same is not accompanied with the attested copy of S.C./S.T./Persons with Disabilities certificate. Such exemption of fees is, however, not applicable to any B.C. candidate. No claim for refund of the fee will be entertained nor will it be held in reserve for any other examination.

INFORMATION

- Candidates who wish to apply for more than one category of posts should submit separate application alongwith requisite fees for each.
- The qualifications prescribed in the advertisement are as per the notified recruitment rules issued by Government.
- All the degrees/diplomas/certificates mentioned in the advertisement must have been obtained from recognized Universities/Institutions.
- The prescribed 'essential qualifications' are the minimum and mere possession of the same does not entitle applicants to be called in for the interview. Where the number of applications received in response to the advertisement is large and it is not convenient or possible for the Commission to interview all the applicants the Commission may restrict the number of candidates for interview to a reasonable limit on the basis of either qualifications or experience higher than the minimum prescribed in the advertisement or on the basis of a Preliminary Examinations /Screening Test .
- In cases where no Division/Class is awarded and only grading is done, exact percentage of marks and conversion formula adopted are to be mentioned with documentary evidence.
- Where experience of a number of years is prescribed as an item of qualification this would mean only experience/research experience gained in full time employment/research.
[Certificate(s) from the Head(s) of Organisation(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month and year) and indicating basic pay and consolidated pay must be furnished together with applications. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s)].
- Besides pay, the posts carry allowances as admissible.

8. The benefits of reservation of vacancies and upper age concession upto 5 years are admissible only to S.C. and S.T. candidates of West Bengal and upto 3 years to B.C. candidates of West Bengal. S.C., S.T. and B.C. candidates of other States may apply for unreserved vacancies as general candidates. Such benefits are also available upto 45 years for Persons with Disabilities. **PROOF OF BELONGING TO AN S.C. OR S.T. OR B.C. OR PERSONS WITH DISABILITY MUST BE SUBMITTED ALONG WITH THE APPLICATION FORM AND NO CLAIM IN THIS REGARD WILL BE ENTERTAINED AFTERWARDS.**
9. If at any stage even after issue of a letter of recommendation for appointment a candidate is found ineligible in terms of the advertisement his/her candidature will be cancelled without further reference to him/her.
10. Applications should be sent to the **Secretary, Public Service Commission, West Bengal, 161-A, S.P.Mukherjee Road, Kolkata – 700026** superscribing on the envelope “ **(i) Advertisement No. (ii) Item No. & (iii) Name of the post applied for**” so as to reach him on or before the closing date. Application may also be submitted personally between 11-00 a.m. and 3-30 p.m. on all working days to the above address of the Commission’s office on or before the closing date.
11. Completed application must be submitted along with the copies of the following documents either Self Certified or attested by competent authority:
(i) Madhyamik or equivalent certificate. (ii) OBC-A/OBC-B/S.C./S.T./Persons with Disability certificate issued by competent authority. (iii) Registration certificate for citizenship (if by registration) as required under item 9(b) of the application. (iv) Marksheet and certificate for each examination passed. (v) Experience certificate.
12. **APPLICATION FORMS, NOT PROPERLY FILLED IN OR INCOMPLETE IN ANY RESPECT OR WITHOUT REQUISITE DOCUMENTS WOULD BE SUMMARILY REJECTED.**
13. **SUBMISSION OF MORE THAN ONE APPLICATION FOR A PARTICULAR CATEGORY OF POST IS STRICTLY FORBIDDEN. THE CANDIDATURE OF A CANDIDATE WHO SUBMITS MORE THAN ONE APPLICATION FOR ANY PARTICULAR POST WILL BE CANCELLED EVEN IF HE/SHE IS ADMITTED TO THE SAME.**
14. Two self-addressed unstamped envelopes should be enclosed with the application.
15. **CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATE.**
16. Candidates may obtain the details of the post, information and Application Format through the Commission’s website at <http://www.pscwb.org.in>. All information regarding recruitment to the above posts will be published from time to time, in the Commission’s said website.
17. **PHOTOGRAPH :** The candidates must submit one copy of his/her recent passport size photograph duly signed by him/her which should be pasted on the first page in the space provided for the purpose in the application form. In cases of Preliminary Examination/Screening Tests an identical copy of the photograph will be required for pasting on the Attendance Sheet to be sent by this office along with the Admit Card.
18. **CLOSING DATE FOR RECEIPT OF APPLICATION : The 1st October, 2013.**
19. **CANDIDATES MUST FULFIL THE ESSENTIAL QUALIFICATIONS BY THE CLOSING DATE.**
- 20.. **All requisite certificates regarding educational qualifications, proof of age, other relevant experience certificates and other requisite documents must be furnished along with the application within the closing date of the submission of application. No claim in this regard will be entertained afterwards.**

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

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

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

1. (a) Name of the post applied for :

(b) Advertisement No. :

(c) Item No. :

2 (a)Indian Postal Order/Treasury Challan : Rs-_____ No._____
date _____

Rs-_____ No._____
date _____

(b) Name of issuing Post Office with address :

3. Name in full (in Capital Letters) :

4. Date of birth according to Madhyamik or equivalent examination:
Certificate

5. Sex (Male/Female) :

6.(a) (i) Do you belong to S.C./S.T./O.B.C-A/.O.B.C.-B of West Bengal ? :
(State 'Yes' or 'No')

(ii) If Yes, mention your Community/Category :
[put '✓' mark in the appropriate box]

S.C. S.T. O.B.C.-A O.B.C.-B

(iii) Designation of issuing authority of S.C./S.T./O.B.C. :
Certificate

(b) Are you a Person with Disability? (State 'Yes' or 'No') :

(i) If Yes, specify the category of disability :

Blindness or
Low vision

Hearing
Impaired

Locomotor Disability
or Cerebral Palsy

(c) Are you a Govt Servant ? :
(State 'Yes' or 'No')

7. Postal address in full (in capital letters) to which communication :
should be sent (mentioning Post Office, Sub-Division, District and
PIN CODE).

8. Permanent address (in capital letters) :

9. (a) Whether citizen of India :
(Write ‘Yes’ or ‘No’)

(b) Whether a natural citizen or a citizen by registration. :

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

11. Do you claim relaxation of age limit ? (State ‘Yes’ or ‘No’) :
If Yes, state reason :

12. Do you possess qualifications as per advertisement : Yes/No

13. Academic Qualifications (attach extra sheets if necessary)

Name of Examinations passed	Name of Board/University/Institute	Division/Class	Year of passing	% of Marks obtained	Subject(s) taken

14. Research experience, if any (attach extra sheet, if necessary):

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

15. (a) Do you have the ability to read, write and speak in Bengali :
(Write ‘Yes’ or ‘No’)

(b) Whether you are a person from the hill :
area of Darjeeling District (Write ‘Yes’ or ‘No’)

16. Language(s) known
(a) Spoken :
(b) Written :
(c) Mother Tongue :

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

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

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

If yes, give details (attach extra sheet, if necessary) :

Name of Post	Institution/Office where employed	Permanent or temporary	Date of joining (exact date)	Date of leaving (exact date)	Cause of leaving	Pay, basic pay last drawn and total pay

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

20. List of documents enclosed :

DECLARATION

I hereby declare that (a) all statements made in this application are true, complete and correct to the best of my knowledge and belief and in the event of any information being found false my candidature is liable to be cancelled.
*(b)(Only for candidates serving under Govt./Statutory body/Govt. undertaking) I have informed the Head of my office/Department in writing that I am applying for this post.
*Strike out if not applicable.

Date :
Place :

Signature of the candidate in full

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

- (i) I.P.O./Treasury Challan in original for **Rs.160/- (Rupees one hundred sixty) only** (for candidates other than S.C /S.T of West Bengal and for Persons with disability);

(ii) Madhyamik or equivalent certificate;

(iii) S.C./S.T./B.C./ Persons with Disability certificate;

iv) Registration Certificate for Citizenship (if by registration) as required under item 9(b) of the application;

(v) Marksheet and certificate for each examination passed;

(vi) Experience certificate;

(vii) For other documents if any with reference to the requirement of the post applied for.