

# **PUBLIC SERVICE COMMISSION, WEST BENGAL**

## **INDICATIVE ADVERTISEMENT NO. 29 /2017**

### **MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION,** **2018**

The Commission will hold the Miscellaneous Services Recruitment Examination, 2018 on the results of which recruitment is to be made to certain posts under Government of West Bengal.

Applications can be submitted by online mode only through the Commission's website from **11.00 a.m. 3<sup>rd</sup> January, 2018**. Before applying for the post, candidates are required to enroll themselves as per the guidelines provided in the website.

Detailed information regarding age limit, qualifications, scale of pay, closing date for submission of fees and online applications, scheme and syllabus of the examination etc. will be available in the Commission's websites at :

[www.pscwbapplication.in](http://www.pscwbapplication.in) or <http://www.pscwbonline.gov.in>

Closing date for submission of application online: 24 <sup>th</sup> January, 2018 12-00 midnight
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PUBLIC SERVICE COMMISSION, WEST BENGAL  
**MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2018**  
**ADVERTISEMENT NO. 29/2017**

**IMPORTANT INFORMATION**

In accordance with the State Services Recruitment Rules, the Public Service Commission, West Bengal will hold the Miscellaneous Services Recruitment Examination on the results of which recruitment is to be made to the posts of (1) Assistant Child Development Project Officer, (2) Disaster Management Officer/Block Disaster Management Officer, (3) Block Youth Officer/Municipal Youth Officer/Borough Youth Officer, (4) Sub-Inspector of Excise, (5) Block Welfare Officer/Welfare Officer, (6) Inspector, Backward Classes Welfare, (7) Assistant Agricultural Marketing Officer, (8) Assistant Programme Officer, (9) Controller of Correctional Services, (10) Inspector of Agricultural Income Tax, (11) Consumer Welfare Officer, (12) Saving Development Officer, (13) Posts in West Bengal Subordinate Labour Service, (14) Auditor of Co-operative Societies, (15) Assistant Auditor, Board of Revenue, (16) Extension Officer, Mass Education Extension, (17) Lady Extension Officer, Mass Education Extension, (18) Assistant Controller of Correctional Services, (19) Investigating Inspector (20) Revenue Inspector and certain other posts as may be notified subsequently.

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

The examination will be held in three successive stages viz. (1) Preliminary Examination (Objective Type), (2) Final Examination (Conventional Type – Written) and (3) Personality Test, as detailed below.

The Preliminary Examination will be held at various centres in Kolkata and in certain other districts in West Bengal tentatively on the **3<sup>rd</sup> March, 2018**. Only scheduled tribe candidates of Darjeeling district and other candidates of the three hill sub-divisions, namely Darjeeling Sadar, Mirik and Kurseong will be allowed to appear at Darjeeling centre. Similarly all candidates from the Kalimpong district will be allowed to appear at KALIMPONG centre. The Final Examination will be held in Kolkata in the later part of the same year. The Personality Test will be held thereafter in the office of the Public Service Commission, West Bengal, in Kolkata.

**LIST OF PRELIMINARY EXAMINATION CENTRES WITH CODE NO. :**

**01–Kolkata (North), 02–Kolkata (South), 03–Baruipur, 04–Diamond Harbour, 05–Barrackpore, 06–Barasat, 07– Krishnanagar, 08–Howrah, 09–Burdwan, 10–Asansol, 11– Purulia, 12–Medinipur, 13–Tamluk, 14–Jhargram, 15–Bankura, 16–Suri, 17–Berhampore, 18–Malda, 19– Balurghat, 20– Raiganj, 21– Jalpaiguri, 22–Alipurduar, 23–Cooch Behar, 24–Siliguri, 25–Kalimpong and 26–Darjeeling.**

**Pay:**

[ For the posts at sl. nos.(1 to 12) (PB–3) Rs.7100-37600/- with Grade Pay Rs.3900/- and for the posts at sl. Nos.(13 to 20) (PB–3) Rs.7100-37600/- with Grade Pay Rs.3600/- ]. Besides pay, the posts carry allowances as admissible.

All Appointments will initially be made on a temporary basis. Number of vacancies will be announced later.

**N.B.: The benefits of reservation of vacancies are admissible to:**

1. S.C./S.T./B.C (Non Creamy Layer) candidates of West Bengal only. BC candidates should renew/revalidate their BC certificate in due time. The S.C./S.T./B.C. candidates of other States shall be treated as general candidates.

2. Meritorious Sportspersons in the area of International Competition, National Competition, Inter-University Tournament and National Sports/Games for School Education in the following list of Sports:-

(i) Athletics (including Track and Field events), (ii) Badminton, (iii) Basket Ball, (iv) Cricket, (v) Football, (vi) Hockey, (vii) Swimming, (viii) Table Tennis, (ix) Volley Ball, (x) Tennis, (xi) Weightlifting, (xii) Wrestling, (xiii) Boxing, (xiv) Cycling, (xv) Gymnastics, (xvi) Judo, (xvii) Rifle Shooting, (xviii) Kabaddi and (xix) Kho-Kho. - vide Govt. of West Bengal, Labour Department Notification No. 49-EMP/1M-25/98 dated 1st March, 2011.

3. Persons with Disability (PWD).

**Qualifications:** A candidate must have the following qualifications which should be clearly stated in the application. The qualifications prescribed in the advertisement are as per the notified recruitment rules issued by the Govt. Candidates must fulfill the qualifications by the closing date.

**1. A degree from a recognized University or its equivalent.**

**2. Age :** Not below 20 years but not more than 39 years as on 01.01.2018 (i.e. born not earlier than 2<sup>nd</sup> January, 1979 and not later than 1<sup>st</sup> January, 1998).

**Concession in age :** The upper age limit is relaxable by 5 years for S.C. & S.T. candidates and by 3 years for B.C. candidates. In the case of Persons with Disabilities (PWD), the upper age limit is relaxable upto 45 years. No relaxation is applicable to S.C./S.T./B.C. candidates of other States as they shall be treated as general candidates.

**No claim for being a member of S.C./S.T./B.C. or a person with disability or a meritorious sportsperson will be entertained after submission of the application.**

**Note:** Date of birth as recorded only in the Madhyamik or equivalent certificate will be accepted.

**The age limits apply to all candidates whether in Government Service or not.**

**3.** The candidate must be

- (a) A citizen of India (either natural or by registration), or
- (b) Such other nationals as declared eligible by the Govt. of India.

Provided that a candidate belonging to category (b) shall be a person in whose favour a certificate of eligibility has been issued by the Government.

A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination but the offer of appointment may be given only after the necessary eligibility certificate has been issued to him by the Government.

**4. Ability to read, write and speak in Bengali (not required for those candidates whose mother tongue is Nepali) – vide Finance Department's Notification No.1243-F(P) dated 02.03.2016.**

**CANDIDATES WITH LOCOMOTOR DISABILITY/CEREBRAL PALSY/ LOW VISION WILL BE ALLOWED COMPENSATORY TIME OF 20 MINUTES PER HOUR.**

**N.B.:** Candidates suffering from blindness or low vision may be allowed the help of Scribe, if required. The Commission, however, will not provide scribe for the candidates. Scribe will have to be arranged by candidates themselves. The Scribe should possess educational qualification not higher than the requisite qualification for the examination.

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

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

**Fee: Rs.160/-** (Rupees one hundred sixty) only + Service Charge 1% of Examination Fee subject to a minimum of Rs.5/- (Rupees Five) only for online payment through debit/credit card plus service charge as applicable as Govt. Duty or Service Charge of Rs.5/- (Rupees Five) only for Net Banking or Service Charge of Rs.20/- (Rupees Twenty) only for payment through Bank Counter (off-line payment).

SC/ST candidates of West Bengal and Persons with disabilities (PWD) having physical disability of 40% and above are not required to pay any fee. BC candidates of West Bengal are, however, required to pay usual fee as aforesaid. NO EXEMPTION OF FEE IS AVAILABLE TO SC/ST/BC CANDIDATES OF OTHER STATES. No claim for refund of the fee will be entertained nor will it be held in reserve for any other examination.

**APPLICATION:** Applications can be submitted by online mode only through **[www.pscwbapplication.in/www.pscwbonline.gov.in](http://www.pscwbapplication.in/www.pscwbonline.gov.in)**

**Particulars and Certificates required :**

- (a) A candidate claiming to be S.C., S.T., B.C.(Non Creamy Layer), Persons with Disabilities (40% and above) or Meritorious Sportsperson must have a certificate issued on or before closing date of submission of online application in support of his / her claim from a competent authority as specified below :

**For S.C., S.T. & B.C. Candidates :-**

- i) In the district, the Sub-Divisional Officer of the Sub-Division concerned, and  
ii) In Kolkata, the District Magistrate, South 24-Parganas or such Additional District Magistrate, South 24-Parganas, as may be authorized by the District Magistrate, South 24-Parganas, in this behalf and the District Welfare Officer, Kolkata and Ex-officio Joint Director, Backward Classes Welfare.  
[vide the W.B.S.Cs. & S.Ts. (Identification) Act, 1994 and S.Cs. & Ts. Welfare Deptt. Order No. 261-TW/EC/MR-103/94 dated 6.4.95 read with B.C.W. Deptt. Order No.6320-BCH/MR-84/10, dated 24.09.2010 and No.2420-BCW/MR-61/2012 (Pt.), dated 12.07.2013]

**For Persons with Disabilities (PWD) :-**

A Medical Board constituted at Government Medical College Hospitals in Kolkata, District Hospitals and Sub-divisional Hospitals.

[vide West Bengal Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Rules, 1999]

**For Meritorious Sportspersons :-**

Competent Authorities for issuing Certificates to Meritorious Sportspersons are as follows :

Area	Competent Authority
International Competition	Secretary of the National Federation/National Association of the Sports concerned.
National Competition	Secretary of the State Association of the Sports concerned.
Inter-University Tournament	Dean/Director of Sports or other Officer in overall charge of Sports of the University concerned.
National Sports / Games for School Education	Director or Deputy Director in overall charge of Sports/Games for Schools in the Directorate of School Education, West Bengal.

- (b) The Public Service Commission may require such further proof or particulars from the candidates as it may consider necessary and may make enquiries about their character and other particulars regarding suitability and eligibility.

**Caution:**

- i. The candidates must abide by the instructions as may be given by Supervisors / Invigilators of the Examination. If the candidate fails to do so or indulges in disorderly or improper conduct, he / she will render himself / herself liable to expulsion from the Examination Hall and / or such other punishment as the Commission may deem fit to impose.
- ii. A candidate who has been reported against by the Supervisor of the Examination Centre for violating any of the instructions will be punished with cancellation of candidature and also debarment from future examinations and selections as may be decided by the Commission according to the circumstances of the case.

- iii. If at any stage even after issue of the letter of appointment, a candidate is found ineligible in terms of advertisement his / her candidature will be cancelled without further reference to him / her.
- iv. The conditions prescribed cannot be relaxed in any case other than those mentioned in this "Information to Candidates".
- v. A candidate should note that his / her admission to the examination will be deemed provisional subject to determination of his / her eligibility in all respects. If at any stage after issue of the admit card a candidate is found ineligible for admission for this examination, his / her candidature will be cancelled without further reference to him / her. No candidate shall be allowed to take the examination unless he / she holds an admit card.
- vi. **The Public Service Commission, West Bengal, shall have discretion to fix qualifying marks in any paper or all papers of Written Examination, Personality Test or in the aggregate.**
- vii. **Final Merit List will be prepared on the basis of total marks obtained in all the written papers of the Final Examination and in the Personality Test.**
- viii. **Candidates are not allowed to carry mobile phones or any other gadget of communication inside the examination halls. This instruction must be strictly enforced.**
- ix. **There will be arrangements for frisking of the candidates at entry points of venues – separately for male and female candidates so that candidates with mobile phones may not enter the venue.**

**Medical Examination :** Candidates who will be selected for appointment will be required to appear before a Medical Board for certificates of their fitness for Government service in the form prescribed for the purpose.

**Canvassing :** Any attempt on the part of a candidate to enlist support for his / her application through persons, officials of Government, or agencies will disqualify him / her for appointment. Spontaneous recommendations from persons interested in the candidates, or otherwise known to them, will be disregarded and will render the candidates ineligible.

**Results of the Examination:** The names of the candidates called to Personality Test and those recommended for appointment will be published provisionally subject to determination of eligibility of the candidates in all respects and verification of original certificates etc. If at any stage of such verification any candidate is found ineligible, his / her candidature / allotment will be cancelled.

Commencement of submission of online application : **The 3<sup>rd</sup> January, 2018 from 11:00 a.m.**  
Closing date for submission of online application : **The 24<sup>th</sup> January, 2018 (12-00 midnight)**  
Closing date for submission of fees through online : **The 24<sup>th</sup> January, 2018 (12-00 midnight)**  
Closing date for submission of fees through offline : **The 25<sup>th</sup> January, 2018.**

**\* However, the Challan must be generated by the 24<sup>th</sup> January, 2018 positively.**

**For further details and assistance the candidates may contact the following numbers on any working day from 10-00 a.m. to 6-00 p.m.**

**(033) 2262-4181 [Related to Offline Payment]**

**(033) 4003-5104 [Related to Online Payment]**

**For general information & Technical Support**

**9836219994**

**9836289994**

**9836319994**

**} Help Desk**

Email-id: - pscwbhelp@gmail.com

**MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2018**

**SCHEME & SYLLABUS**

**A. Scheme of Examination :**

The examination will be held in three successive stages viz. (1) Preliminary Examination (Objective Type), (2) Final Examination (Conventional Type) and (3) Personality Test, as detailed below.

**Preliminary Examination : 200 marks.**

The examination will consist of only one paper containing 100 Multiple choice objective type questions carrying 2 marks each on General Studies (150 marks) and Arithmetic (50 marks) and having 1½ hours duration. The Preliminary examination will be a screening test for selection of candidates for admission to the Final Examination. The marks obtained by candidates in Preliminary Examination will not be counted for the purpose of determining the final merit list.

**Final Examination : 450 marks.**

The examination will consist of three papers of Conventional type questions, namely, Paper-I : English, Paper-II : Bengali/Hindi/Urdu/Nepali/Santali and Paper-III : General Studies and Arithmetic. Full Marks and time for each of Papers - I & II will be 150 and 1½ hours respectively. Full Marks for Paper-III will be 150 [100 marks for General Studies (Group-“A”) and 50 marks for Arithmetic (Group-“B”)], the total time being 2½ hours. Answers for Group-A (General Studies) portion should be given in English or in Bengali or in Nepali and Answers for Group-B (Arithmetic) portion in English or in Bengali but all the answers for individual group must be in one and the same language.

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

**Personality Test : 100 marks.**

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

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

**B. Syllabus for the Examination :**

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

**Paper – I : English (Final Examination) :**

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

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

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

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

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

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

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

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

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