

PUBLIC SERVICE COMMISSION, WEST BENGAL

Advertisement No. 9/2014

Applications in the prescribed format given below are invited from Indian Citizens and such other Nationals as are declared eligible by Government of India for recruitment to the under mentioned posts. All posts are temporary but likely to be permanent.

N.B. ABILITY TO READ, WRITE AND SPEAK IN BENGALI IS AN ESSENTIAL QUALIFICATION FOR RECRUITMENT TO THE 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. DEPUTY DIRECTOR, CULTURAL RESEARCH INSTITUTE UNDER BACKWARD CLASSES WELFARE DEPARTMENT, GOVT. OF WEST BENGAL – ONE (RESERVED FOR S.C. CANDIDATES)

PAY: Rs.15, 600/- – Rs.42, 000/- (P.B. - 4A) plus Grade Pay Rs.5, 400/-.

QUALIFICATIONS:

Essential: (i) Second class Master's Degree with Anthropology/Sociology/Economics from a recognised University, (ii) Five years' research experience amongst the Scheduled Castes and the Scheduled Tribes of West Bengal, (iii) Must have published papers/books etc. relating to the Scheduled Castes and the Scheduled Tribes of the state, (iv) Thorough knowledge about the practical problems of welfare of the Scheduled Castes and of the Scheduled Tribes of West Bengal and their development & (v) Knowledge of Bengali/Nepali – spoken & written.

Desirable: (i) Ph.D. in Anthropology/Sociology/Economics & (ii) Administrative experience in research institute/educational institute or in a government office. Adequate knowledge in maintenance of accounts in government office.

AGE: Not more than 35 years on 01.01.2014, relaxable for candidates holding substantive appointment under government and for candidates having higher qualifications and/or longer experience.

2. ASSISTANT DIRECTOR OF INDUSTRIES / MANAGER, DISTRICT INDUSTRIES CENTRE AND SOME OTHER ALLIED CATEGORIES OF POSTS UNDER DIRECTORATE OF MICRO & SMALL SCALE ENTERPRISES, WEST BENGAL – TWENTY SEVEN [SEVEN RESERVED FOR S.C., FOUR RESERVED FOR S.T., TWO FOR O.B.C. – CATEGORY 'A', THREE FOR O.B.C. – CATEGORY 'B' CANDIDATES AND ONE FOR PERSONS WITH DISABILITIES (LOCOMOTOR DISABILITY OR CEREBRAL PALSY)]

PAY: Rs.15, 600/- – Rs.42, 000/- (P.B. - 4A) plus Grade Pay Rs.5, 400/-

QUALIFICATIONS:

Essential:

(i) Degree in Engineering or Technology or second class Master's Degree in Science/Mathematics/Statistics/Economics/Commerce or equivalent qualifications from a recognised University/Institute plus three years' experience in promotion and development of Cottage & Small Scale Industries, relaxable in the cases of candidates considered otherwise suitable.

OR

Degree of a recognised University or Diploma in Engineering/Technology from a recognised University/Institute or equivalent qualifications plus five years' experience in promotion and development of Cottage & Small Scale Industries, relaxable in the cases of candidates considered otherwise suitable.

(ii) Knowledge of Bengali – spoken & written.

Desirable: Knowledge of growth and problem of Cottage & Small Scale Industries in India with a special reference to West Bengal.

AGE: Not more than 35 years on 01.01.2014, relaxable for exceptionally qualified and experienced candidates and for persons in government service.

FEE : Candidates must enclose with the application a fee of Rs. 210/- (Rupees two hundred and ten) only by Indian Postal Order which **MUST BE PURCHASED ON A DATE AFTER PUBLICATION OF THIS ADVERTISEMENT AND ON OR BEFORE THE CLOSING DATE OF SUBMISSION OF APPLICATION** 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 O.B.C. (category 'A' or 'B') candidate. No claim for refund of the fee will be entertained nor will it be held in reserve for any other examination.

INFORMATION

1. Candidates who wish to apply for more than one category of posts should submit separate Application along with requisite fees for each
2. The qualifications prescribed in the advertisement are as per the notified recruitment rules issued by Government.
3. All the degrees/diplomas/certificates mentioned in the advertisement must have been obtained from recognized Universities/Institutions.
4. 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 higher qualifications in the relevant subjects/ higher standard of marks/grade obtained in the essential qualifications or experience in relevant field higher than the minimum prescribed in the advertisement or on the basis of a Screening Test/Written Test. IN THE CASES OF SCREENING TEST/ WRITTEN TEST, CANDIDATES SUFFERING FROM BLINDNESS OR LOW VISION WILL BE ALLOWED THE HELP OF A SCRIBE, IF REQUIRED.
If sufficient number of candidates with prescribed age limit is available for selection for a particular post, the commission may exercise its discretion not to relax upper age limit of the candidate(s) even if the provision for such relaxation is laid down in the advertised criteria.
5. 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.
6. 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 in the relevant field.
[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 field of experience 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)].
7. 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 O.B.C. (category 'A' or 'B') 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 S.C. OR S.T. OR O.B.C. OR PERSON 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 strictly by registered or speed post or under certificate of posting to the Secretary, Public Service Commission, West Bengal, 161-A, S.P. Mukherjee Road, Kolkata – 700 026 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) S.C./S.T./O.B.C. (category 'A' or 'B')/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) Mark-sheet 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 ONE PARTICULAR POST IS STRICTLY FORBIDDEN. THE CANDIDATURE OF A CANDIDATE WHO SUBMITS MORE THAN ONE APPLICATION FOR ADMISSION TO THE SELECTION PROCEDURE, WILL BE CANCELLED EVEN IF HE/SHE IS ADMITTED TO THE SAME.**

14. Two self-addressed unstamped envelopes and one self-addressed post card should be enclosed with the application.
15. CANVASSING IN ANY FORM WILL DISQUALIFY THE CANDIDATE.
16. **ALL INFORMATION REGARDING RECRUITMENT TO THE POST WILL BE AVAILABLE, TIME TO TIME, IN THE COMMISSION'S WEBSITE AT <http://www.pscwb.org.in>.**
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 15th July, 2014**
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.**

Dated, Kolkata, the 16th June, 2014

Secretary
Public Service Commission,
West Bengal

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

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.

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

1. (a) Advertisement No.

:

(b) Item No.

:

(c) Name of the post applied for

:

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./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)

:

contd...P/2

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/No)
 (b) Whether you are a Nepali Speaking person from the hill :
 area of Darjeeling District of three Sub-Divisions, Viz.
 Darjeeling Sadar, Kalimpong & Kurseong (Write yes/No)

(c) If 'Yes', mention the name of Sub-division :

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 or on contract basis	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 (both side) *other than* item (i) must be attached with the application.

- (i) I.P.O./Treasury Challan in original for Rs.210/- for all the posts (for candidates other than S.C. /S.T. of West Bengal and Persons with disability);
- (ii) Madhyamik or equivalent certificate;
- (iii) S.C./S.T./O.B.C./ Persons with Disability certificate;
- (iv) Registration Certificate for Citizenship (if by registration) as required under item 9(b) of the application;
- (v) Mark sheet 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.