



ODISHA STAFF SELECTION COMMISSION
Unit – II, Bhubaneswar – 751001

Advertisement No..IIE-125/2023/5172/OSSC Date:30.12.2023

DETAILED ADVERTISEMENT FOR COMBINED POST GRADUATE LEVEL RECRUITMENT EXAMINATION FOR SPECIALIST POSTS/SERVICES UNDER DIFFERENT DEPARTMENT/ HODS OF GOVT. OF ODISHA

(POST CODE:PGL/343)
(WEBSITE: www.ossc.gov.in)

1. Application Invited:

	Start Date	End Date
Online Registration	20.01.2024	19.02.2024
Submission of Online Application Form	20.01.2024	22.02.2024
Date of editing of Online Application form	20.01.2024	24.02.2024
Mode of Application	Online Mode only through the website " www.ossc.gov.in ". No Physical copy/Hard copy of the Online Application Form needs to be submitted by the applicant.	

- a. Appointment shall be guided by "**Combined Post Graduate Level Recruitment Examination for Specialist Posts or Services Rules-2022**" (Copy enclosed as Annexure-D).
- b. Applications are invited through online mode only through the website "www.ossc.gov.in" for recruitment to fill up the vacancies reported by different Departments/HODs under Govt. of Odisha as follows.

Sl. No	Name of the Post/ Services	Name of the Department/ Heads of Department in which vacancy exists for this recruitment	No. of Vacancy	Pay Matrix Level
1	Assistant Conservator	Office of the Director of Handicrafts, Handlooms Textiles & Handicrafts Department, Odisha.	01 (W-0)	Level-9 of ORSP, 2017
2	Research Assistant	Directorate of Scheduled Castes & Scheduled Tribes Research and Training Institute, Odisha, Bhubaneswar	04 (W-01)	Level-9 of ORSP, 2017



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- c. Candidates must possess a valid e-Mail Id and Mobile number while applying for the post and keep the same active till the completion of this recruitment process, to receive important messages from the Commission.
- d. **The appointment will be only against one of the posts carrying corresponding pay as indicated in the above table and candidates need to give options for the post/service and Department/HODs before Certificate Verification after qualifying in the Main Written Examination or at any other time that OSSC may require them to do so.**
- e. The examination fee has been exempted for all categories of candidates as per G.A. & P.G. Department Notification No.9897/Gen, dtd.11.04.2022.
- f. Appointments shall be on regular basis carrying the level of Pay as mentioned in the table above. The appointment shall be guided by "Odisha Group-'B', 'C' and Group-'D' Posts (Repeal and Special Provisions) Rules, 2022 notified vide Govt. in GA and PG Department Notification No. 29076 dated 16th October 2022.
- g. Candidates should ensure that they fulfil all the eligibility criteria prescribed for the post as laid down in the advertisement. Admission of a candidate to the written examination & other tests shall be provisional and on the basis of information furnished by her/him in the Online Application Form.
- h. Online applications submitted to OSSC found to be incomplete in any respect are liable for rejection without entertaining any correspondence with the applicants on that matter.
- i. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in her/his Online Application Form 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, her/his candidature for the posts shall be cancelled. She/ He may further be debarred either temporarily or permanently from the recruitment examination(s) conducted by the Commission.
- j. Commission will adopt a "**Normalisation Formula**" published in Commission's website vide Notice No.2444/ OSSC dated 02.09.2021 for processing the result where the examination is conducted through CBRE (Computer Based Recruitment Examination) mode in multiple batches using

different sets of question papers so as to off set the difficulty level that may arise in such use of multiple set of question papers in the said examination, and such normalized score will be used to determine cut-off marks.

- k. No Admission Letter for recruitment at any stage shall be sent by post. The candidates are therefore advised to be in touch with the Commission's website www.ossc.gov.in regularly to know updates regarding the date of examination, downloading of Admission Letter and to know the status of their applications etc.
- l. The candidates are advised to submit the Online Application Form well in advance without waiting for the closing date to avoid the last-hour rush.
- m. Candidates thus must ensure that they fulfil all the requirements of the posts before giving their preference/options for any post/ service.

NOTE: Important instructions to candidates about filling up of Online Application and "How to Apply" is enclosed as Annexure-A to this advertisement.

2. a. Category-wise break -up of vacancy positions along with reservation thereof:

Sl. No .	Name of the Posts/ Services	Name of the Department	Category wise Vacancy				
			UR (Out of which women)	SEBC (Out of which women)	SC (Out of which women)	ST (Out of which women)	Total (Out of which women)
1	Assistant Conservator	Office of the Director of Handicrafts, Handlooms Textiles & Handicrafts Department	01 (W-0)	Nil	Nil	Nil	01 (W-0)
2	Research Assistant	Directorate of Scheduled Castes & Scheduled Tribes Research and Training Institute, Odisha, Bhubaneswar	03 (W-01)	Nil	01 (W-0)	Nil	04 (W-01)
						Total vacancy :	05 (W-01)

UR: Unreserved

SEBC: Socially and Educationally Backward Class

SC: Scheduled Caste

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ST: Scheduled Tribe

W: Women

NOTE:

1. Candidates belonging to the Transgender community are also eligible to apply.
 2. There is no vacancy reserved for the special categories i.e. PwD, Ex-Servicemen & Sports person.
 3. The number of vacancies and other conditions of vacant posts to be filled up on the basis of this recruitment are subject to change without any prior notice as per discretion of the Commission, the Requisitioning Authorities and the Government.
- b. In case of non-availability of eligible/ suitable Women candidates belonging to the respective categories the unfilled vacancies of that category shall be filled up by eligible suitable male candidate(s) of the same category.

3. Eligibility:

a. General criteria of eligibility: -

Candidates applying for the above post should be :

- a citizen of India,
- of good character,
- of sound health, good physique and free from organic defects or bodily infirmity
- If married, must not have more than one spouse living
- Must be able to read, write and speak Odia fluently and:-
 - i. Must have passed Middle School Examination with Odia as language subject, or
 - ii. Must have passed Matriculation or equivalent examination with Odia as medium of examination in non - language subject, or
 - iii. Must have passed in Odia as language subject in the final examination of Class-VII or above from a school or educational institution recognised by the Govt. of Odisha or the Central Govt., or
 - iv. Must have passed a test in Odia in Middle English School standard conducted by the School and Mass Education Department, Govt. of Odisha.

b. Minimum Educational Qualification:

Candidates in order to be eligible for appearing in the selection examination for the post must have passed:

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Sl. N o.	Name of the Posts/ Services	Name of the Department	Minimum Educational Qualification
1	Assistant Conservator	Office of the Director of Handicrafts, Handlooms Textiles & Handicrafts Department	Master degree from a recognised university on Chemistry/Conservation/ Conservation of Cultural properties/ Fine Arts with basic knowledge & skill in Computer, MS Office & Internet.
2	Research Assistant	Directorate of Scheduled Castes & Scheduled Tribes Research and Training Institute, Odisha, Bhubaneswar	a) Master Degree in Anthropology, Tribal Studies, Sociology, Social Work, Applied Economics and Statistics from any Government recognized University or Institution with at least 55% marks with knowledge of computer applications. Must have subjects as would be required for carrying out the basic research activities of SCSTRTI and in the interest of public service (to be decided by the Government in consultation with the Director, SCSTRTI) from time to time.

c. Age:

Minimum Age as on 01.01.2023	Maximum Age as on 01.01.2023
21 Years	38 Years

However, the upper age limit is relaxable by 5 years for candidates belonging to SEBC, SC, ST category & all women candidates, 10 years for candidates belonging to PwD category & the total period of service rendered in defence service in case of Ex-servicemen. PwD candidates in the ST & SC category shall be entitled to cumulative age relaxation of ten years over & above the normal relaxation specified for the category. However, a candidate who comes under more than one category shall be eligible for only one benefit of age relaxation as per rule which will be more beneficial to her/him. To be eligible, candidates not enjoying any relaxation

of upper age limit, must not have been born earlier than **2nd January 1985** and not later than **1st January 2002**.

Note for Ex-Servicemen- Once an Ex-Serviceman has joined the Govt. Service in civil side after availing the benefit as an Ex-Serviceman for his re-employment, his ex-serviceman status for the purpose of re-employment in Govt. Jobs shall cease to exist. He can avail age relaxation only. However as per clause-4 of the O.M. No. 36034/2014-Estt. (Res) dt.14 August 2014 of Ministry of Personnel, Public Grievances and Pensions, Department of Personnel & Training, Government of India, if an Ex-Serviceman applies for various posts before joining any civil employment, he/she can avail of the benefit of reservation as ex-serviceman for any subsequent employment, provided the applicant as soon as joins any civil employment, should give self-declaration/ undertaking to the concerned employer about the date-wise details of application for various posts for which he/ she had applied for before joining. The applicant should furnish the copy of above declaration duly endorsed by the employer on the date of Document Verification for consideration of the claim under Ex-Serviceman category.

(**NOTE:** Border Security Force, Indian Coast Guard, CRPF and other Para Military Forces are not within the definition of Ex-Servicemen.)

There is no vacancy for Ex-Servicemen. **Only age relaxation is applicable to them.**

- d. The persons in Defence Forces who are to retire within six months from the last date of Online Application form are eligible to apply on obtaining NOC from the Appropriate Authority indicating there in the date of enrolment and expected date of discharge and year of service rendered in Defence Forces. They should note that they must submit the discharge certificate on the date of certificate verification.
- e. Date of Birth entered in the High School Certificate Examination by the Board of Secondary Education, Odisha or equivalent Certificate issued by the recognised Board/Council/ by an Indian University as equivalent there to shall be acceptable by the Commission.
- f. A candidate who claims change in her/his name after having passed the High School Certificate Examination is required to furnish copy of publication of the changed name in local leading daily newspaper as well as copy of notification in the Odisha Gazette in support of her/his change of name.

4. a. Plan and Pattern of Examination:

The competitive examination shall comprise three stages namely:

Stage - I: Preliminary Examination- 150 marks, 150 questions

Details about the type of questions, mode of examination, duration of the examination etc. will be shared in due course on the website through Notice.

Candidates numbering about six (06) times of the vacancies category wise shall be shortlisted for Main written Examination based on their marks secured in the Preliminary Examination. However, if the number of vacancy is one, minimum ten candidates will be shortlisted for Main written examination. (if eligible candidates are ten or more)

The indicative syllabus is in **Annexure-C** of the Advertisement.

Stage - II: (a) Main Written Examination:

Technical paper (s)- 200 Marks.

There will be different technical paper for different posts/services.

The syllabus is given in **Annexure-C** of the Advertisement.

Details about the type of questions, mode of examination, duration of the examination, number of questions etc. will be shared in due course on the website through Notice.

(b) Candidates for Assistant Conservator are required to qualify the Computer Skill Test. Qualifying marks in Computer Skill Test will be 50 % of the total marks.

The syllabus is in **Annexure-C** of the Advertisement.

Note: In pursuance of GA & PG Department Notification No-29246, Dated-18th October 2022, the Preliminary and Main Examination, shall be conducted both in Odia and English. The candidate shall exercise his/her option for medium of examination in the online application form. All may note that the option once given cannot be changed.

Stage -III: Certificate Verification:-

Candidates numbering **two (02)** times of the vacancies advertised (Post Wise & Category-wise) shall be shortlisted for Certificate Verification basing on the marks secured in the technical papers of Main Written Examination. However, if the number of vacancy is one (01) three candidates may be called for certificate verification.

In case, during the stage of Certificate Verification, the Commission observes that the vacancy (ies) for a particular category of post(s) is/are not likely to be filled up completely, an additional number of candidates who have qualified in the order of merit shall be called **only for one more time, at the discretion of the Commission** for filling up the number of vacancies.

- (I) There shall be no provision for re-evaluation/ re-checking of the scores. No correspondence in this regard shall be entertained.
- (II) The Commission may conduct the Preliminary examination and/or the Main Written examination with objective papers through OMR or CBRE (Computer Based Recruitment Examination) Mode. In case of CBRE mode of examination being conducted in more than one session/sitting, Commission will adopt the normalization process as per the advisory Notice No.2444/OSSC dated 02.09.2021(available on the website of the Commission i.e. www.ossc.gov.in) for processing the result so as to offset the difficulty level that may arise in such use of multiple set of question papers in the said examination.
- (III) There will be a penalty (Negative marking) for wrong answers marked by the candidate in examinations consisting of Multiple Choice Questions. The Quantum of penalty/ negative marking will be **0.25 marks** for each one mark question.
- (IV) The Commission shall prepare a list of candidates who obtain minimum qualifying marks in the Preliminary written examination as fixed by this Commission in their discretion, for the next stage of the main written examination. The commission may fix different minimum qualifying marks for different category candidates (UR, SC, ST, SEBC etc.) and different posts/ services.

(V) Based on the performance in Main written examination and having qualified in Computer Skill Test whenever applicable, candidates will be shortlisted for document verification.

The candidature of the candidates will be rejected /not considered for selection if she/he fails to attend any of the tests/examinations/Certificate Verification.

- b. The candidates who fail to appear at any stage of the recruitment process will not be considered for final selection and their names will be deleted from the merit list.
- c. Any complaint on the conduct of the examination must be sent to the commission by email "support.ossc@gov.in" within 05(five) days of completion of examination.

5. Place and Date of examination:

- a. Tentative date for Preliminary examination is likely to be in the month of March- May 2024. The exact Date, Time and Venue will be conveyed in due course through a Notice and/ or Admission Letter.
- b. The Date, Time and Venue of the Main written examination, Computer Skill Test and Certificate Verification will be conveyed to the candidates in the Admission Letter(s) in due course. The Admission Letters can be downloaded by the eligible candidates by accessing the Commission's website from time to time.

6. Certificate verification and submission of Detailed Application Form (DAF):

Candidates shall be shortlisted for Certificate Verification based on the marks secured in Main Written Examination. Candidates of Assistant Conservator must have to qualify the Computer Skill Test.

The candidates will be required to produce their Original Academic Certificates, Mark sheets, caste certificate, special category certificate, NOC in case of Govt. servants/ working under PSUs of State Government as well as Central Government and other documents as intimated in the admission letter for verification along with a set of self-attested photocopies of the same and OSSC copy of the online application form duly signed by the applicant. (**Details are enclosed in Annexure-B**).

NOTE: Candidates who fail to appear for document verification will not be considered for final selection.

[Signature]

7. Admission Letter:

- a. The Commission shall upload the admission letter on its website www.ossc.gov.in for the convenience of the candidates.
- b. Admission of a candidate for the written examination & other tests shall be provisional and shall be on the basis of the information furnished by her/him in the online application form.
- c. The admitted candidates will have to produce the print out of the admission letter at the venue allotted for appearing in the examination/test.
- d. The admission letter contains issue date, time and venue of the examination, and bears the photo and signature of the candidate and facsimile signature of the Secretary of Commission.

8. Merit List :

- a. A merit list shall also be prepared for each post or service. The names of candidates shall be arranged in the order of merit.
- b. The Commission shall sponsor exactly the same number of candidates as the total number of vacancies notified with it for each service or post.
- c. If enough suitable women candidates are not available, the shortfall can be made up by correspondingly increasing the number of men candidates in that category. In the event of tie in scores of candidates, merit will be decided by applying following criteria, one after another in the given order, till the tie is resolved, namely:-
 - i. Marks in Preliminary examination.
 - ii. Date of birth, with older candidate placed higher.
 - iii. Alphabetical order in which the names of the candidate appear.
- d. On acceptance of the list of candidates by the Appointing Authority the same will become the select list for the purpose of appointment of candidates.
- e. Appointment of candidates from the select list by Appointing Authority shall be made after re-verification of original certificates of his eligibility for the post. This will include certificates of age, caste or category, educational qualifications, certificates of special categories, Certificate of Experience etc.
- f. The antecedents of the candidates shall be verified soon after their joining the posts in the respective services. In case of receipt of adverse report of antecedents, the person shall be discharged from the service forthwith.

9. Action against candidates found guilty of misconduct/ malpractice:

- a. If a candidate is found to indulge at any stage in any of the malpractices/ misconduct listed below, before during or after the conduct of the examination, her/ his candidature for this examination will be cancelled and they will be debarred from the examinations of the Commission for a specified period or permanently.
- Taking away any Examination related material such as OMR sheets, Rough Sheets, Answer Sheets etc. from the examination hall or passing it on to unauthorized persons during the conduct of examination.
 - Leaving the Examination Venue uninformed during the Examination.
 - Misbehaving, intimidating or threatening in any manner the examination functionaries i.e. Supervisor, Invigilator, Security Guard or Commission's representatives etc or any of the functionaries of the Commission (OSSC).
 - Obstruct the conduct of examination/ instigate other candidates not to take the examination.
 - Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.
 - Obtaining support/ influence for his candidature by any irregular or improper means.
 - Possession of Mobile Phone in either 'switched 'on' or 'switched 'off' mode during examination.
 - Appearing in the same examination more than once in contravention of the rules.
 - A candidate who is working on examination related matters in the same examination.
 - Damaging examination related infrastructure/ equipment.
 - Appearing in the Exam with forged Admit Card, identity proof, etc.
 - Possession of fire arms/ weapons during the examination.
 - Submitting more than one application for any recruitment examination.
 - Assault, use of force, causing bodily harm in any manner Threatening/ intimidating to the examination functionaries i.e. Supervisor, Invigilator, Security Guard or Commission's functionaries or representatives.

- Using unfair means in the examination hall like copying from unauthorized sources such as written material on any paper or body parts, etc.
 - Possession of Bluetooth Devices, spy cameras, and any other electronic gadgets in the examination hall.
 - Impersonation/ Procuring impersonation by any person.
 - Taking snapshots, making videos of question papers or examination material, labs, etc.
 - Sharing examination terminal through remote desktop software/ Apps/ LAN/ VAN, etc. or attempting the same.
 - Attempt to hack or manipulate examination servers, data and examination systems at any point before, during or after the examination.
- b. The Commission may also report the matter to Police/ Investigating Agencies, as deemed fit and the Commission may also take appropriate action to get the matter examined by the authorities/ forensic experts concerned.

10. Commission's Decision Final:

The decision of the Commission in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centres and preparation of merit list & post allocation, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

11. Important Instruction/Information to the Candidates: -

- a. The candidate has to fill/confirm in the OMR answer sheet or CBRE Screen, as the case may be, correct Roll Number and other data as required in the place(s) indicated therein and darken the appropriate circles in Blue or Black Ball Point Pen only properly in case of OMR-based examination. If the information so furnished is incomplete or different from the application form or if appropriate circle is not darkened properly, then zero mark will be awarded.
- b. In Descriptive Paper, candidate must write her/ his correct Roll Number at the prescribed place on the cover page of the Answer Book. Candidates must also affix their signature in the relevant columns of Attendance Sheet. Answer Books not bearing Roll Number will not be evaluated and such candidates shall be awarded zero marks.



- c. Candidates shall not write any identity particulars e.g., name, Roll number, Mobile number, address, etc. inside the Descriptive Answer Book. Candidates who fail to adhere to these instructions will be awarded zero marks.
- d. There shall be no provision for re-evaluation/ re-checking of scores in the Examination. No correspondence in this regard shall be entertained.
- e. Sharing of marks with the candidate: Marks obtained by an applicant in Preliminary Examination, Main written Examination and Computer Skill Test are proposed to be shared with him/ her after final merit list is published.
- f. All these are State Cadre posts. The candidate, on selection, may be asked to serve anywhere in Odisha.
- g. If a candidate scoring more than cut-off marks at any Tier/ stage of the examination is not qualified for the subsequent stage/ final selection due to any reason, he must represent to the Commission within 05 days of the declaration of the said result through e-mail support.ossc@gov.in
- h. **Applicants who are Government servants/ working under PSUs of the State Government as well as Central Government should obtain a “No Objection Certificate” from their controlling authority and upload the same with the Online Application failing which their candidature for the post will be rejected. At the certificate verification stage, they must produce the original “No Objection certificate”. Those who were not Government Servants at the time of submission of application but became Government Servants subsequently during the recruitment process, must submit No Objection Certificate at the stage of certificate verification. Those Govt. servants who are unable to produce the No Objection Certificate during the Certificate Verification, will not be included in the merit list. Similarly, if any candidate hides her/ his Govt. servant status, and found to be an Govt. servant on the day of Certificate Verification or before, will not be included in the Merit List.**

By Order of the Commission


30.12.2023.
Secretary

ANNEXURE-A

Important Instructions to Candidates about filling up Online Application:

- Before applying, candidates must go through the instructions given in the notice of examination very carefully.
- Candidates in their own interest should submit online applications much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability or failure to login to the OSSC website on account of heavy load on the website during the closing days or for any other reason.
- The Commission is not like to undertake detailed scrutiny of applications for the eligibility and other aspects at the time of written examination and, therefore, candidature will be accepted only provisionally. Candidates must go through the requirements of educational qualification, age, physical and medical standards etc. and satisfy themselves that they are eligible for the post(s). Copies of supporting documents will be sought at the time of Certificate Verification. When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and the Commission's decision shall be final.
- Candidates seeking reservation benefits available for SC/ ST/ SEBC must ensure that they are entitled to such reservation as per eligibility prescribed in the Notice. They should also be in possession of the certificates in the prescribed format in support of their claim.
- Ex-Servicemen candidates seeking age-relaxation must ensure that they are entitled to such age relaxation as per eligibility prescribed in the Notice. They should also be in possession of the certificates in the prescribed format in support of their claim.
- When the application is successfully submitted, it will be accepted 'Provisionally'. Candidates should take the printout of the online Application Form for their own records.
- Only one online application is allowed to be submitted by a candidate for any recruitment Examination, Therefore, the candidates must exercise due diligence at the time of filling their online Application Forms. In case, more than one application of a candidate with different registration numbers is detected, all the applications will be rejected by the Commission and his candidature for the examination will be cancelled. If a candidate submits multiple applications and

appears in the examination (at any stage) more than once, his candidature will be cancelled and he may be debarred from all the examinations of the Commission.

- Before submission of the online application, candidates must check that they have filled correct details in each field of the form. After submission of the corrected/ final online application, no change/ correction/ modification will be allowed under any circumstances. Requests received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained by the Commission and will be summarily rejected.
- The candidates must write their name, Date of Birth, father's name and mother's name as given in the Matriculation Certificate otherwise their candidature may be cancelled at the time of Certificate Verification or as and when it comes into the notice of the Commission.
- Applications with blurred/ illegible Photograph/ Signature will be rejected.
- Candidates must fill their correct and active e-mail addresses and mobile number in the online application as correspondence may be made by the Commission through e-mail/ SMS.
- Candidates may fill their correct Aadhaar number.
- Candidates must carry two passport size recent colour photographs and one original valid Photo ID Proof such as Aadhaar Card/ printout of E-Aadhaar, Driving License, Voter Card, PAN Card, Identity Card issued by University/ College/ Government, Employer ID Card, ESM Discharge Book issued by Ministry of Defence or any photo-bearing ID card issued by Central/ State Government to the Examination Venue, failing which they will not be allowed to appear for the same. If Photo Identity Card does not have the Date of Birth printed in it, then the candidate must carry an additional original certificate in proof of her/ his Date of Birth. In case of mismatch in the date of birth mentioned in the Admission Certificate and Photo ID/ Certificate brought in support of date of birth, the candidate will not be allowed to appear in the examination.
- In case of fake/ fabricated application/ registration by misusing any dignitaries name/ photo, such candidate/ cyber cafe will be held responsible for the same and liable for suitable legal action under Cyber/ IT act.

- The applicants should go through this detail advertisement before filling up the online application form.
- The candidate may apply for the post as per her/his eligibility as per terms of the advertisement.
- All eligible candidates have to register themselves by clicking on “APPLY ONLINE” button on the home page of the Commission’s website www.ossc.gov.in.
- Those candidates who are applying for the first time 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 should be read carefully before proceeding with filling up the Application Form.
- Step-by-step procedure for registration/ re-registration can be viewed by clicking on “Instruction to fill up Online Application Form”.

Pre-requisites for filling up Online Application Form:

- Applicants should possess and maintain a valid 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 that e-mail Id and Mobile Number (used by them during registration) active so as to receive all important communication from the Commission till publication of the final result of this recruitment examination.
- Recent Passport size Colour Photograph of the Applicant, scanned in “jpg/jpeg” format with file size range of 20 kb to 100kb may be kept handy for uploading during Registration.
- Full Specimen Signature & Left /Right Thumb Impression of the Applicant, scanned in “jpg/jpeg” format ranges up to 20 kb shall be kept handy for uploading during Registration.
- Scanned document must be in “Pdf” format between ranges of 100kb to 500 kb.
- Applicants may keep their required Certificates, Mark sheets, Aadhaar Number & other documents ready while filling up the details of the educational qualification & other fields of Online Application Form.

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- SC/ ST/ SEBC category candidates need to submit detail information of the valid online Caste Certificate issued by competent Authority in the online application form. If the valid online Caste Certificate issued by the competent Authority is not in possession of the applicants at the time of submission of the online application form, she/ he must give a self-declaration in the format appended in the online application form.
- Candidate claiming age relaxation under “Ex-Servicemen” category need to upload any one of the Ex-Servicemen Documents i.e. Discharge Certificate/ Identity card/ PPO (wherein the date of entry, date of discharge and period of service rendered in Defence Forces have been reflected). Ex-Servicemen who is going to retire within six months from the closing date of online application may apply for the post by obtaining “No Objection Certificate” from the appropriate authority mentioning therein the date of appointment, date of retirement and years of service rendered in Defence Forces. However, such candidates have to submit the discharge certificate on the date of certificate verification for considering their claims under Ex-Servicemen category. The scanned document must be in “Pdf” format between ranges of 100 kb to 500 kb.
- The candidate should ensure that the scanned Photograph and full Signature, Left/ Right Hand Thumb Impression and other relevant documents are clearly identifiable/ visible. Otherwise, the registration and application shall be liable for rejection. No correspondence on this account shall be entertained.
- Applicants who are Government servant/ working under PSUs of State Government as well as Central Government should obtain a **“No Objection Certificate”** from their controlling authority and upload the same with the Online Application. At the certificate verification stage they must produce the original “No Objection Certificate”. Those who were not Government Servants at time of application but became Government Servants subsequently during the recruitment process, must submit No Objection Certificate at stage of certificate verification. Non-Submission of No Objection Certificate shall be treated as disqualification and the candidate shall forfeit his/her candidature for the post.
- Candidates must submit correct data/ information in the Online Application Form. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in her/ his 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, her/ his candidature for the post will be cancelled forthwith.

ANNEXURE-B

Document to be submitted at the time of Certificate Verification:

- a. Downloaded copy of Admission letter for Certificate Verification.
 - b. Downloaded copy of Bio-Data-cum-Attestation form duly filled and signed.
 - c. Copy of the Online Application form legibly signed by the candidate at the appropriate place.
 - d. HSC Certificate & Mark Sheet or equivalent certificate in support of Date of Birth, issued by the concerned Board/Council.
 - e. +2/equivalent certificate & mark sheet (As applicable for the post).
 - f. +3 Arts/Science/Commerce or equivalent Bachelor's Degree Certificate & Mark sheets.
 - g. Relevant Masters Degree certificate and marksheets.
 - h. Caste certificate issued by the competent authority for the purpose of employment/service. (In case of ST, SC & SEBC Candidates only) SEBC category candidates must submit photocopy of valid SEBC certificate issued by the competent authority which must be within one year prior to the closing date of Online Application.
 - i. Certificate either of passing HSC examination with Odia as a compulsory subject, or in lieu thereof a certificate of passing Odia of M.E. standard issued by competent authority.
 - j. Photocopy of permanent disability certificate issued by UDID (by Appropriate Medical Authority) in case of PwD candidates.
 - k. Discharge certificate, identity card and document indicating the period of service rendered in defence forces in case of Ex-Servicemen candidates.
 - l. NOC in case of candidates working in Government Service/ working under PSUs of State Government as well as Central Government.
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ANNEXURE-C

(a) Detail Syllabus of Preliminary Written Examination

- Odia Language Comprehension - 10th Standard.
- English Language Comprehension- +2 Standard
- Arithmetic-10th Standard
- Data Interpretation (Chart, Graph, Table, Data Sufficiency etc.)-10th standard
- Logical Reasoning and Analytical Ability, General Mental Ability.
- General Studies
- (Indian Constitution, Indian Economy, Indian and World Geography, History of India, History of Odisha, General issues of Environment or Climate change - 10th Standard).
- Current Events of National and International Importance.
- Computer or Internet Awareness.

(b) Detail Syllabus of Computer Skill Test:

- Computer Fundamentals
- MS Windows
- Office Software
- Word Processing (MS Word)
- Spread Sheet (MS Excel)
- Presentation/ Slide ware (MS PowerPoint)
- Database (MS Access)
- Usage of the Internet, Services available on the Internet
- Basic Networking Concepts, Communication Technology

(c) Detail Syllabus of Main written Examination:

SYLLABUS OF TECHNICAL PAPER FOR THE POST OF ASSISTANT CONSERVATOR:

- Care & Conservation (Theoretical, full marks 100/ 8 credits)
 - Understanding conservation, preservation & restoration.
 - Ethics of conservation.
 - Material composition of objects & their properties, introduction to basic chemistry.
 - Laboratory documentation procedures, Photo documentation.
 - Instruments & equipment used in a conservation laboratory: Principles & uses
- Museum environment: Humidity, temperature, light and their effects (individual & combined) on cultural objects.
- Atmospheric pollution & their effect on cultural properties.
- Monitoring of museum environment, control & remedial measures
- Various agents/factors for deterioration of cultural objects: Physical, chemical & biological; control & remedy.
- Deterioration, conservation & care of organic materials:

- Wood, bamboo, basketry, reed, palm-leaf, birch-bark, etc.
 - Leather, parchment, vellum, hair, feather, etc.
 - Paper, papyrus prints, drawings, manuscripts, photographs, etc.
 - Textiles.
 - Ivory, bone, horn & antler.
 - Natural history specimens.
- Deterioration, conservation & care of inorganic and siliceous materials:
 - Metals: iron & steel, copper, gold, silver, lead, tin and their alloys, pewter.
 - Clay & terracotta, porcelain, glass, faience, enamel.
 - Stone.
 - Geological specimens - minerals, rocks & fossils.
 - Polymer, audio/video tapes, CD / DVDs.
- Deterioration, conservation & care of composite materials:
 - Easel painting.
 - Ethnographical objects, scientific instruments, etc.
 - Building, monuments, murals, etc.
- Museum architecture & climate control.
 - Museum store & storage of cultural properties store design, climate control, and objects storage from the point of view of conservation.
 - Packaging, transport & exhibition: safety of the objects in transit & in display Recent advancements in conservation.
 - Museum & research:
 - Research methodology (principles).
 - Research collection/collection management.
 - Research on exhibition.
 - Research on education and other programs.
 - Research on environment and conservation.
 - Research on visitors.
 - Quality management:
 - Concepts, standards, ethics.
 - Goal setting.
 - Quality tools.
 - Evaluation.
 - Identification of non - conformance.
 - Correction.
 - Social audit in museums.
 - Museum accreditation.

SYLLABUS OF TECHNICAL PAPER FOR THE POST OF RESEARCH ASSISTANT

PAPER-I (COMPULSORY)

UNIT-I

Concept of Social Development & Development Research: Types of Society (Egalitarian, Segmental • Feudal and Capitalistic) and their development: Barriers and stimulants in social development: Role of Technology in social development. Human Development Index (HDI). Globalization and its impact on socio-cultural dimensions, Indigenous Recourse Management, Social Impact Assessment (SIA). Development and Rehabilitation Induced Displacement, Factors of Migration and its consequences.

UNIT — II

Demography with reference to ST Populations of India: Age - Sex composition. Sex ratio, Fertility, Fecundity, Mortality, Morbidity, Nuptiality, Migration. Life Expectancy. Literacy. Work Party Participation. Dependency Ratio Population Growth Rates. Infant Mortality Rate. Worker Classification. Labour Force Participation and Decline of Indigenous population in India.

UNIT - III

Techniques in Social Research: Research Design. Qualitative Vs Quantitative studies. Sampling: probability and non - probability sampling, sample design, sample size. Controlled group vs Experimental group. Covert vrs Overt study. Hypothesis: Inductive and Deductive. Logic of testing hypothesis. Questionnaire, Schedule. Observation, Interview, Case Study. Life History. Cross - cultural, PRA, RRA. Focused Group Discussion (FGD). Index Number, Quantity and Price Indices. Consumer Price Index (CPI) & Wholesale Price Index (WPI), Ranking Methods and its Application and Scaling Techniques.

UNIT- IV

Elementary Statistics in Social Research: Collection, compilation, and presentation of data charts & diagrams. Frequency distribution, measures of central tendency, measures of dispersion, moments, skewness & kurtosis. Curve fitting by the method of least squares, simple correlation and regression. Classical and axiomatic definitions of probability, theorems of total and compound probability. Random variable and mathematical expectation. Binomial, Poisson, Normal, x^2 , t, F, z, distributions, their properties and uses, tests of significance based on these distributions. Components of time series, trend fitting by moving averages, and least squares method, Sampling Techniques: Sampling vrs Census, Sampling and non-sampling errors, simple random sampling.

UNIT- V

Ethics in Social Science Research: The value of research and research ethics. Obligations to society. Obligations to subjects. Informed Consent. Intellectual Property Right, Pattern right. Copyright, Plagiarism, Ethics committees and IRB's.

UNIT- VI

Knowledge of Computer Application in Social Sciences: Components of Computer and its Classification, Hardware and Software. Knowledge on Word Processor. Spread Sheet and Electronic Presentation Package. Basic Idea about MS Office and proficiency for its use. Basics of Internet. Uses of Internet, data relating to Social Science. Managing an email account, use of different software for processing and analysis of cases relating to Social Science.

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SYLLABUS OF TECHNICAL PAPER FOR THE POST OF RESEARCH ASSISTANT

(Candidate to choose one of subjects listed below)

PAPER-II - OPTIONAL

APPLIED ECONOMICS

UNIT— I

Economic Growth and Development: Factors affecting economic growth, Concepts of GDP and National Income, Poverty and Inequality, Human Development Indicators- HDI.

Economic Growth In India and Sectoral Composition - Impacts of liberalization role of FDI.

Investments Criteria in Developing Countries, Alternative Investments Criteria and Cost - Benefit Analysis, Project Evaluation.

Budget- Kinds of Budget: Traditional Budgeting Program-Budget, Zero Base Budget, Outcome Budgeting and Gender Budget, Deficit Financing and Economic Development.

UNIT- II

Banking and Nonbanking Finance in India: Role of RBI and SEBI.

Financial Inclusion: Concept, Need and trend in India: strategy to extend financial services, Institutional changes required for financial inclusion, Role of savings and rural credit structure, Micro Finance and role of SHGs. **Importance of Rural Credit:** Agencies for Rural Credit - Formal and Informal; Small Farmers Development Agency, National Bank for Agriculture and Rural Development, Rangarajan Committee on Financial system.

UNIT- III

Role of Education and Health in economic development: Demand and supply of education and their determinants, Cost and benefits of education, Manpower planning: programming and input-output models, Educational finance and need for privatization with special reference to India.

Determinants of Health, Economic dimensions of health care- demand and supply of health care, financing of health care, Issues in health care delivery, Inequalities in health care: Income, class and gender dimensions, Public-Private Partnership.

Economic Development and Environment, Poverty and Environment, Climate change - Problems, impacts and policy.

Pricing in social sector and issues of subsidies with special reference to India.

UNIT — IV

Role of fiscal and monetary policy in economic development and need for coordination:
Indian Tax system: revenues of the centre, State and Local bodies, major taxes in India: Direct and Indirect, Recent Tax Reforms, need for GST, Non tax revenues of Centre, State and Local bodies.

Public expenditure in India-trends and composition, Globalization, WTO and their impacts on Indian Economy, Issues of privatization and safety nets in Indian economy.

Fiscal federalism in India, Center-state financial relations, Horizontal and vertical imbalances, Resource Transfer and role of Finance Commission and Niti Aayog, Criteria of Transfer and impacts, Problems of state finances and indebtedness, FRBM Act 2003 and fiscal reforms, Decentralized governance and local level finances.

UNIT - V

Agriculture in economic development: Production function approach and estimation methods, Land reforms In India, Technological changes and impacts, pricing of agricultural Inputs and outputs, agricultural finance and subsidies, marketing and warehousing. Role of public investment and capital formation in agriculture. Issues of Food security and role of PDS, resource uses and policies for sustainable agriculture. Crop Insurance in India.

Growth and pattern of Industrialization in India, Evolution of Industrial policies, problems of sickness, privatization and disinvestment debate, role of MSME sector, employment generation and labour market reforms.

UNIT- VI

Odisha Economy: Growth and Structure- Sectoral composition and trends, Poverty Issues-Social and Regional dimensions, Regional Imbalances in development, Rural development Issues in Odisha.

Social sector development in Odisha: health and education scenario - Problems and prospects.

Agriculture in Odisha: cropping pattern and diversity in agriculture, Institutional issues and role of technology. Problems and prospects.

Industrialization in Odisha: trends and achievements, Issues, problems and prospects. Role of MSME sector.

State Finances: trends and issues. problems of resource mobilization and prospects. Decentralization and local level finances in Odisha.

Paper-II - OPTIONAL

SOCIAL WORK

UNIT— I

Basic Concepts: Social Work, Social Service, Social Welfare. Social Security, Social Reform Social Change, Social Justice, Human Rights, Social Development, Social Exclusion. Definition and scope. Social Work Ethics: Philosophical base of Social Work, Ethical Values in Special Work.

UNIT- II

Social Work Methods: Social Case Work, Social Group Work, Community Organization, Social Action.

Social Movement (Bhoodan, Chipko), Ethnic Sensitive Social Work Practice (ESP).

UNIT— III

Social Problems: Concept and meaning, Major social problems in India (Poverty, Castes, Population). The response of Social Work, Social Legislation and Social Policy (Concepts Objections and needs).

UNIT — IV

Social Work Practice in Rural and Urban Communities: Concept of Rural and Urban Development. Issues faced by rural and urban communities. Approaches to Rural and Urban Development.

UNIT — V

Social Work Administration and Social Welfare Administration: Concept, evolution, principles and techniques. Application in the NGOs and State Welfare Agencies.

UNIT - VI

Social Work with the Weaker Sections: Scheduled Castes, Scheduled Tribes, Other Backward Castes, Social and Economically Backward Castes, Linguistic and Religious Minorities, Constitutional Provisions, Legislations, Plans and Programmes of the State and Central Government.

Paper-II - OPTIONAL

SOCIOLOGY

UNIT-I

Basic Sociological Concepts: Society, Community, Culture, Group, Institution, Power and Authority, Social Interaction and processes - Cooperation, Competition, Conflict, Accommodation, Assimilation and Socialization.

UNIT -II

Social Stratification: Meaning and Bases of Marxist, Functionalist, and Weberian perspectives, Social Control and Deviance: Formal and Informal agencies of Social control, Anomie. **Social Change:** Meaning and Features of Theories and Factors- Evolutionary Theory, Cyclical theory. **Marxist Theory:** Economic, Technological, Ideological and Cultural factors of Change.

UNIT- III

Indian Social System Unity and Diversity the concept of National Integration, Factors promoting obstacles, Communalism, Casteism, Regionalism and Terrorism. Relevance of Caste and Class in Indian Society the changing dimension of caste, Caste and Politics, Social Change in India – Sanskritization, Westernization, Liberalization and Globalisation, Urbanization and Industrialization. Marriage and Family in India.

UNIT — IV

Social problems and development policy in India: Poverty, Socio-economic Inequality and Exclusion, Problems of the Underprivileged- Scheduled Castes, Scheduled Tribes and the Minorities- Constitutional measures for their socio-economic upliftment. Decentralized Planning and Development: Role of PRIs and Community Based organizations. Development and Displacement.

UNIT- V

Development: Concepts, Indicators and Approaches, Growth and GDP, Basic basic standard of living Quality of Life, Human Development Index, Gender Development Index, The Capability Approach, The Social Capital Approach, Participative Development and Empowerment, Sustainable Development, Capitalist, Socialist, Gandhian modes of Development.

UNIT- VI

Gender and Society: Culture, Socialization and Gender, Gender Roles. Theories of Gender Relations: Liberal feminism, Radical feminism, Marxist feminism, Ecofeminism. Women and Human Rights. Women labour and the economy in India. Status of Indian Women, status of

Tribal women in Indian society, Violence against Women in India. Gender and Development Approaches- Welfarist and Developmental.

Paper-II - OPTIONAL

TRIBAL STUDIES

UNIT - I

Tribal Studies: its development and scope, conceptualizing tribe (Adivasi, Janajati, Banabasi, Girijan, Original people, Indigenous People, Aboriginal, Scheduled Tribe and Mythological terms), Tribal situation in India - Bio- genetic variability, linguistic and socio- economic characteristics of tribal populations and their distribution. **Tribal Demography:** Distribution of tribal population in India and Odisha, decline of Indigenous population in India. problem of tribal populations in India and Odisha, Demographic Problems of Tribes in Odisha, Tribalization and detribalization.

UNIT - II

Tribal Social Organization: Marriage, Definition and universality, Rules, types, forms and function of marriage, Marriage regulations, Marriage payments.

Family: Definition and universality, Family, household and domestic groups; Types of family; Impact of urbanization industrialization on family.

Kinship: Definition, Consanguinity and Affinity; Principles and types of Forms of descent groups; Kinship terminology Descent and Alliance.

Concepts and Theories of Religion: Religion, Magic and Science, Religious Functionaries, World view, Sacred groves. Impact major Religion on tribal societies.

UNIT - III

Types of Political Organization: State and Stateless Societies, Forms and Agencies of Social Control, Law and Justice: Primitive, Customary and Modern law; Deviation and Social Control; Social Sanction, Feud, Oath and Ordeal, decision making and Punishment.

Tribal Economy: Concepts of Production, Consumption, Exchange and Distribution. Primitive and Peasant Economy, Reciprocity and Redistribution, Types and Technological Levels of Economy: Foraging, Hunting, Pastoralism, Shifting Cultivation, Terrace Cultivation, Dry and Wet Cultivation, Horticulture and Industrial type. **Youth dormitory:** concept, feature, importance and changing nature. **Folk culture and tradition:** Art, craft, body, decoration, song, dance, music, games and sports, food and drinks: Socio-Cultural impotence of Tribal Beverages, Dress and ornaments.

Eco-tourism: Meaning and scope, Tribal Museum. Importance of ethnographic museum and preservation of ethnographic specimens.

UNIT— IV

Tribal language and literature of Odisha: Tribal language: classification and distribution. Tribal Scripts: Its origin and development. Ol chiki script (Santal). Soran Sompen script (Saora), Orang Chichi script (Ho) and Grammar. Tribal literature: myth, legends, riddles, proverbs, song tales, aphorisms, oral epics, Oral and documented literature.

UNIT — V

History of administration of tribal areas: Tribal policies, plans, programmes of tribal development and their implementation. 5th and 6th Schedules, Schedule Area and Tribal Area. Constitutional provisions and safeguards for Scheduled Tribe. Problems in Tribal Society: Land Alienation, Shifting Cultivation, Housing, Health, Nutrition and Sanitation. Indebtedness, Alcoholism, Bonded Labour, Child Labour, Education, Poverty and Gender Issues. Problems of Displacement and Rehabilitation, Orissa R & R policy 2006.

Tribal Development: Approaches to developments, Role of Anthropology in Tribal and Rural Development, Types of Tribal Movement in India and Odisha. New Panchayati Raj System: PESA Act and Gram Sabha. Role of N.G.Os in Development. Status of Tribal Women. the concept of Particularly Vulnerable Tribal Groups: Concepts, their¹ distribution, special programmes for their development. Contributions of tribal cultures to Indian civilization.

UNIT-VI

Social change and contemporary tribal societies: Impact of modern democratic institutions, development programmes and welfare measures on tribals. The concept of ethnicity: Ethnic conflicts and political developments; Unrest among tribal communities; Regionalism and demand for autonomy; Pseudo- tribalism; Social change among the tribes during pre and post Independent India. Pre-colonial movements: causes and solutions, agrarian unrest in Odisha (Kol rebellion, Kondh Rebellion); Post-colonial movements: causes and solutions (tribal uprising in Mayurbhanj 1948, Kandhamal) Jharkhand movement, Chipko movement etc .

History and Ethnographic Profile of tribes of Odisha: Kandha, Bonda, Soura, Santal, Lodha, Birhor, Mankidia and Hill Kharia.

Paper-II - OPTIONAL

ANTHROPOLOGY

UNIT— I

Trends and development of Anthropology: Relationships with other disciplines: Social Sciences, Behavioural Sciences, Life Sciences, Medical Sciences, Earth Sciences and Humanities. Main branches of Anthropology, their scope and relevance:

- (a) Social cultural Anthropology.

- (b) Biological Anthropology.
- (c) Archaeological Anthropology and
- (d) Linguistic Anthropology.

UNIT — II

Man's place in Animal Kingdom: Primate social behavior; Erect posture and bipedalism, Stages of human evolution: Australopithecine stage, Homoerectus stage, Neanderthal stage (Conservative and progressive variety) Homo - sapien - sapiens stage: (Cro-Magnon Man, Grimaldi Man & Chancelade Man). Theories of organic evolution: Lamarckism, Darwinism and Synthetic theory.

UNIT — III

Human Genetics: Mendel's Law and its application to human population, Human Genome Project. Medical anthropology: socio-cultural and biomedical concept of health, disease and illness; ethno- medicine and medical ecology. Ecological Anthropology: Bio- cultural adaptation to cold, heat and high altitude. Ethical Legal Social Issues (ELSI) in human genetic research.

UNIT - IV

Social Organizations: Marriage, Definition and universality: Rules, Types and Function of marriage, and Marriage payments. Family: Definition and universality: Family, household and domestic groups; functions of family, Types of family. Kinship: Consanguinity and Affinity; Principles and types of descent; Kinship terminology; Descent, kinship usages.

Concepts and Theories of Religion, Religion, Magic and Science, Religious Functionaries.

Types of Political Organization, State and Stateless Societies. Forms and Agencies of Social Control, Social Sanction, Law and Justice.

Concepts of Production, consumption, Exchange and Distribution. Primitive and Peasant Economy. Types and Technological Levels Of Economy: Foraging, Hunting, Pastoralism, Shifting Cultivation, Terrace Cultivation, Dry and Wet Cultivation, Horticulture and Industrial.

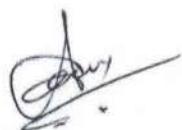
UNIT - V

Theories in Social Anthropology: Neo - Evolutionism, Diffusionism, Structuralism, Structural -Functionalism, Functionalism, Post – Structuralism, Symbolic and Interpretive Anthropology and Postmodern Anthropology.

Role of anthropology in tribal and rural development, characteristics features of Particularly Vulnerable Tribal Groups, their distribution, special programmes for their development. Constitutional safeguards for STs. Contributions of tribal cultures to Indian civilization. Displaced tribes and their socio-economic condition.

UNIT — VI

An outline of Pleistocene epoch, Methods of dating: Relative dating-Stratigraphy, Pollen Analysis, Paleontology; Absolute dating- Radio carbon dating, Potassium-Argon method; Thermoluminescence method: Prehistoric Technology & Tool types of Paleolithic, Mesolithic and Neolithic Cultures. Evolution of the Indian Culture and Civilization- Prehistoric (Palaeolithic, Mesolithic, Neolithic and Neolithic- Chalcolithic). Protohistoric (Indus Civilization): Pre – Harappan, Harappan and post Harappan cultures. Museology: history and development of museums in the world. Importance of ethnographic museum in India.



ANNEXURE-D



The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No.3066, CUTTACK, THURSDAY, OCTOBER 27, 2022 / KARTIKA 5, 1944

GENERAL ADMINISTRATION & PUBLIC GRIEVANCE DEPARTMENT

NOTIFICATION

The 26th October, 2022

No.30193-GAD-FE-OSSC-0016/2022/Gen.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and in supersession of any Rules, Orders and Instructions, if any, in this regard except as respect things done or omitted to be done before such supersession, the Governor of Odisha is pleased to make the following rules to regulate the method of recruitment and conditions of service of the persons appointed to different posts and services in the State Government, namely :----

1. Short title and commencement.— (1) These rules may be called the Combined Post Graduate Level Recruitment Examination for Specialist Posts or Services Rules, 2022.

(2) They shall come in to force on the date of their publication in the *Odisha Gazette*.

2. Definitions.—(1) In these rules, unless the context otherwise requires,—

(a) “**Appointing Authority**” means the respective authorities specified in the respective recruitment Rules or Resolutions of different services or posts;

(b) “**Commission**” means the Odisha Staff Selection Commission;

(c) “**Examination**” means the Combined Post Graduate Level Recruitment Examination for Specialist posts or services;

(d) “**Ex-serviceman**” means a person as defined in clause (b) of rule 2 of the Odisha Ex-servicemen (Recruitment to State Civil Services and Posts) Rules, 1985;

(e) “**Government**” means the Government of Odisha;

(f) “**Merit List**” means list of successful candidates for each service or post as published and recommended by the Commission;

(g) “**Persons With Disabilities**” means Persons with Disabilities who has been granted with disability certificate by the Competent Authority as per the provisions of The Right of persons with Disability Act, 2016 (49 of 2016);

- (h) "Schedule" means, the Schedule appended to these rules;
- (i) "Scheduled Castes & Scheduled Tribes" shall have reference to the Scheduled Castes and Scheduled Tribes specified in the Constitution(Scheduled Castes) Orders, 1950 and the Constitution (Scheduled Tribe) Orders, 1950, as the case may be, made under Articles 341 and 342 of the Constitution of India, respectively;
- (j) "SEBC" means Socially and Educationally Backward Classes defined as Backward Classes and referred to in clause (a) of section 2 of the Odisha State Commission for Backward Classes Act, 1993;
- (k) "Select List" means the list of successful candidates in each service prepared and sponsored by the Commission and approved by the respective Appointing Authorities;
- (l) "Sportsmen" means a person, who would be issued identity card as sports man by the Director, Sports as per Resolution No.24808/Gen., dated the 18th November 1985 of General Administration & Public Grievance Department, as amended from time to time; and
- (m) "Year" means the calendar year.
- (2) All other words and expressions used in these rules but not specifically defined shall, unless the context otherwise requires, have the same meaning as respectively assigned to them in the Odisha Service Code.

3. Direct Recruitment.- Appointment to Services or Posts mentioned in column (2) of the Schedule - I which are required to be filled up by direct recruitment as per the provisions under the relevant recruitment Rules or Resolutions as mentioned in column (3) thereof shall, notwithstanding anything contrary in such Rules or Regulations, be made in order of merit from out of the candidates recommended by the Commission:

Provided that the Government may include any Service or Posts in Schedule-I for regulating direct recruitment to that Service or Posts or exclude any Service or Posts from the Schedule-I by notification in the official Gazette .

4. Eligibility Conditions.- (1) Subject to other provisions of this rules in order to be eligible for direct recruitment, a candidate, must,-

- (a) be a citizen of India;
- (b) have minimum educational qualification as prescribed in the relevant Recruitment Rule or Government Resolution as provided in column (3) of the Schedule-I;
- (c) have attained the age as prescribed in the relevant Recruitment Rule or Government Resolution as provided in Schedule-I or as notified by Government from time to time;

(d) have knowledge in Odia and must be able to speak, read and write Odia and must have,-

- (i) passed Middle School examination with Odia as a language subject; or
- (ii) passed Matriculation or equivalent examination with Odia as medium of examination in non - language subject ; or
- (iii) passed in Odia as language subject in the final examination of Class - VII or above ; or
- (iv) passed a test in Odia in Middle English School Standard conducted by the Board of Secondary Education , Odisha .

(e) not have more than one spouse living if he is married:

Provided that the State Government may, if satisfied that such marriage is permissible under the personal law applicable to such person or there are other grounds for doing so, exempt any person from the operation of this order.

5. Holding of Examination.- (1) The concerned Heads of Department of Government shall intimate each year vacancy position to the Commission indicating the posts reserved for candidates belonging to the categories of Scheduled Caste, Schedule Tribe, Socially and Educationally Backward Classes, Ex-servicemen, Sportsmen, Women and Persons with Disabilities.

(2) The Commission shall on receipt of the vacancy position from the Heads of Department announce and invite application from the candidates eligible to appear in the examination:

Provided that on receipt of further intimation from the Requisitioning Authority, the Commission may increase or decrease the number of posts as and when required with due intimation to the candidates by notification.

6. Scheme of Examination.-(a) The competitive examination shall consist of three stages as follows namely:-

Stage – I Preliminary written examination shall be of Multiple Choice Questions. The question shall be of 150 Questions and shall carry 1(one) marks each. The indicative syllabus shall be as prescribed in Schedule-II appended to these rules.

Stage-II Main written examination for Technical paper(s) shall be of 200 Marks. There will be different Technical Paper for different Services or Posts. However, one Technical Paper could be common to more than one service or post. The detailed syllabus shall be as prescribed in the Schedule-II appended to these rules.

Computer Skill Test shall only be conducted for the Posts or Services specified in Schedule-II. The indicative syllabus shall be as prescribed in the Schedule-II appended to these rules.

Stage-III Certificate Verification.

- (b) The Commission is authorised to update or revise or elaborate syllabus of Preliminary Written Examination and Computer Skill Test.
- (c) There shall be negative marking for each wrong answer and for each wrong answer 0.25 marks shall be deducted from the marks awarded for correct answers.
- (d) The OSSC shall prepare a list of candidates who obtain minimum qualifying marks in Preliminary Examination as fixed by Commission for next stage of Main Written Examination. Different minimum qualifying marks may be fixed for different services or posts, if Technical Paper is different. However, same qualifying marks will be fixed if Technical Paper is same. Commission may fix different minimum qualifying marks for different category (UR, SC, ST, SEBC etc). Minimum Five times number of vacancy shall be called for Main Written Examination.
- (e) Qualifying marks in Computer Skill Test will be 50% of the total mark.
- (f) Based on performance in Technical Paper of Main Written Examination, Candidates will be shortlisted for document Verification.

7. Options, Merit List and Sponsoring of candidates by the Staff Selection Commission.- (a) Candidate will specify clearly in his application the service(s) for which he wishes to be considered in order of his preference. OSSC will decide whether and till when such preference can be modified. Candidates should give preference only for such post or service for which they are eligible.

(b) Marks obtained in Main Written Examination- Technical Paper shall be tabulated for preparing the merit list. Allotment to post or service will be made on the basis of merit *cum* preference. A merit list shall be prepared for each post or service. Where more than one service or post has been prescribed common technical paper, a combined merit list will be prepared for such posts or services. The name of candidates shall be arranged in the order of merit.

(c) The Commission shall sponsor exactly the same number of candidates as the total number of vacancies notified with it for each services or post.

(d) If enough suitable women candidates are not available, the shortfall can be made up by correspondingly increasing the number of men candidates in that category.

(e) In the event of tie in scores of candidates, merit will be decided by applying following criteria, one after another in the given order, till the tie is resolved, namely:-

- (i) Marks in Preliminary examination;
- (ii) Date of birth, with older candidate placed higher; and
- (iii) Alphabetical order in which the names of the candidate appear.

(f) On acceptance of the list of candidates by the Appointing Authority the same will become the select list for the purpose of appointment of candidates.

(g) Appointment of candidates from the select list by Appointing Authority shall be made after, re-verification of original certificates of his eligibility for the post. This will include certificates of age, caste or category, educational qualifications, certificates of special categories, Certificate of experience etc.

(h) The antecedents of the candidates shall be verified soon after their joining the posts in the respective services. In case of receipt of adverse report of antecedents, the person shall be discharged from the service forthwith.

8. Overriding effect.- These rules shall have overriding effect on all the recruitment Rules or Resolutions or Executive Instructions or Orders issued by the Administrative Departments governing the method of recruitment procedure.

9. Relaxation.- Where the Government, are satisfied that it is necessary or expedient to do so, it may by order, for reasons to be recorded in writing, relax any of the provisions of this order with respect to any class or category of persons.

10. Interpretation.- If any question arises relating to the interpretations of this order, it shall be referred to Government in the General Administration & Public Grievance Department for decision.

SCHEDULE-1

Sl. No.	Name of the post & Department	Recruitment Rule or Resolution or Executive Instruction
(1)	(2)	(3)
(1)	Assistant Curator, Under Director of Handicraft & Cottage industries.	The syllabus and the pattern of examination has not been prescribed. Hence, Odisha Staff Selection Commission shall decide the syllabus

		and the pattern of examination in consultation with the concerned Departments or HoDs by invoking the rule-13 of OSSC Rules, 1993 and its subsequent amendments till date.
(2)	Assistant conservator – Under Director of Handicraft & Cottage Industries.	The syllabus and the pattern of examination has not been prescribed. Hence, Odisha Staff Selection Commission shall decide the syllabus and the pattern of examination in consultation with the concerned Departments or HoDs by invoking the rule-13 of OSSC Rules, 1993 and its subsequent amendments till date.
(3)	Assistant Manager – Under Director of Handicraft & Cottage Industries.	The syllabus and the pattern of examination has not been prescribed. Hence, Odisha Staff Selection Commission shall decide the syllabus and the pattern of examination in consultation with the concerned Departments or HoDs by invoking the rule-13 of OSSC Rules, 1993 and its subsequent amendments till date.
(4)	Assistant Librarian under GA & PG (Rent) Department. MDRAFM under Finance Department & Assistant Librarian in All Departments.	The syllabus and the pattern of examination has not been prescribed. Hence, Odisha Staff Selection Commission shall decide the syllabus and the pattern of examination in consultation with the concerned Departments or HoDs by invoking the rule-13 of OSSC Rules, 1993 and its subsequent amendments till date.

(5)	Research Assistant under Directorate of SC & ST Research & Training Institute	Odisha Welfare (Research and Training) service (Methods of recruitment and conditions of service) of officers of schedule cast and schedule tribe Research and Training Institute Rule 2012.
(6)	District Culture Officer under Odia Language, Literature & Culture Department	The syllabus and the pattern of examination has not been prescribed. Hence, Odisha Staff Selection Commission shall decide the syllabus and the pattern of examination in consultation with the concerned Departments or HoDs by invoking the rule-13 of OSSC Rules, 1993 and its subsequent amendments till date.
(7)	Assistant Scientific Officer in State Forensic Science Laboratory (SFSL) under Home Department.	Odisha Forensic Science Service (Method of Recruitment and conditions of service) Rules 1996 and Odisha Forensic Science Service (Method of Recruitment and condition of service) Amendment Rules 2007, 2008 & 2016.
(8)	Teacher Educator under Director of Teacher Education SCERT.	The syllabus and the pattern of examination has not been prescribed. Hence, Odisha Staff Selection Commission shall decide the syllabus and the pattern of examination in consultation with the concerned Departments or HoDs by invoking the rule-13 of OSSC Rules, 1993 and its subsequent amendments till date.

SCHEDULE -II

(a) Indicative Syllabus of Preliminary Written Examination

- (i) Odia Language Comprehension - 10th Standard.
- (ii) English Language Comprehension - +2 Standard
- (iii) Arithmetic – 10th Standard
- (iv) Data Interpretation (Chart, Graph, Table, Data Sufficiency etc.) – 10th standard
- (v) Logical Reasoning and Analytical Ability, General Mental Ability.
- (vi) General Studies
 (Indian Constitution, Indian Economy, Indian and World Geography, History of India, History of Odisha, General issues of Environment or Climate change – 10th Standard).
- (vii) Current Events of National and International Importance.
- (viii) Computer or Internet Awareness.

(b) Indicative Syllabus of Computer Skill Test:

- (i) Computer Fundamentals
- (ii) MS Windows
- (iii) Office Software
- (iv) Word Processing (MS Word)
- (v) Spread Sheet (MS Excel)
- (vi) Presentation or Slide ware (MS Power Point)
- (vii) Data base (MS Access)
- (viii) Usage of Internet, Services available on Internet
- (ix) Basic Networking Concepts, Communication Technology

(c) Applicants for the following services/posts are required to qualify the Computer Skill Test.

- (i) Assistant Curator, Under Director of Handicraft & Cottage Industries.
- (ii) Assistant Conservator, Under Director of Handicraft and Cottage Industries.
- (iii) Assistant Manager, Under Director of Handicraft and Cottage Industries.

(iv) Assistant Librarian, Under GA & PG (Rent) Department & all other Department.

(d) Syllabus for Technical Paper (Main Written Examination)

Syllabus for each Technical Paper shall be as decided by the Commission in consultation with the Appointing Authority or Cadre Controlling Authority. If more than one Appointing Authority are involved, syllabus will be decided by the Commission in consultation with Cadre Controlling Authority. Commission may decide to have a common Technical paper for more than one services or posts. Commission can update or revise the syllabus of Technical Paper in consultation with the Appointing Authority or Cadre Controlling Authority, from time to time.

By Order of the Governor

SURENDRA KUMAR

Principal Secretary to Government