



PUBLIC SERVICE COMMISSION, WEST BENGAL
161 A, S. P. MUKHERJEE ROAD, KOLKATA-700026

IMPORTANT ANNOUNCEMENT
MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2023

ADVERTISEMENT No.- 11/2023

Before applying for the post, candidates are required to register themselves through Commission's website at <https://wbpsc.gov.in> . Those who have already made enrollment through the same website earlier also need to register **afresh**.

IMPORTANT INSTRUCTION

There shall be no 'Edit Window' after closure of online submission of application. The applicants are advised to verify the details provided in the online application form very carefully. They are advised to identify incorrect entry, if any and edit the same. It may be noted that once 'Final Submission' button is clicked, the system will not allow editing of any field further. No request for any correction/change would be entertained after submission of Application Form.

Prior to clicking of 'Final Submission' Button the applicants are therefore requested to be sure that all information furnished are correct and edit any field if required.

Guidelines popped-up during filling up of online Application Form should be followed continuously.

Date: 03.10.2023

By order of the Commission

Place: Kolkata



PUBLIC SERVICE COMMISSION, WEST BENGAL
161 A, S. P. MUKHERJEE ROAD, KOLKATA-700026

MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2023

ADVERTISEMENT No.- 11/2023

The Public Service Commission, West Bengal will hold the Miscellaneous Services Recruitment Examination on the results of which recruitment is 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) Block Welfare Officer/Welfare Officer, (5) Inspector, Backward Classes Welfare, (6) Assistant Agricultural Marketing Officer (Administrative), (7) Assistant Programme Officer, (8) Controller of Correctional Services, (9) Inspector of Agricultural Income Tax, (10) Consumer Welfare Officer, (11) Savings Development Officer, (12) Posts in West Bengal Subordinate Labour Service, (13) Auditor of Co-operative Societies, (14) Assistant Auditor, Board of Revenue, (15) Extension Officer, Mass Education Extension, (16) Lady Extension Officer, Mass Education Extension, (17) Assistant Controller of Correctional Services, (18) Investigating Inspector, (19) Revenue Inspector and certain other posts as may be notified subsequently.

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. 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. The Personality Test will be held thereafter in the office of the Public Service Commission, West Bengal, in Kolkata.

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| NAME OF THE EXAMINATION | MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2023 |
| SCALE OF PAY | For the posts at Sl. Nos. (1 to 11) PAY LEVEL: 10 (Rs.32100 - 82900/-) } As per For the posts at Sl. Nos.(12 to 19) PAY LEVEL: 9 (Rs. 28900 - 74500/-) } ROPA,2019 Besides pay, the posts carry allowances as admissible. |
| VACANCIES | The number of vacancies will be announced later. All Appointments will initially be made on a temporary basis. |

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| RESERVATION | <p>1. Certain vacancies may be reserved for candidates belonging to Economically Weaker Section (EWS), Scheduled Castes, Scheduled Tribes and Other Backward Classes (Non – Creamy Layer) of West Bengal declared as such by the Govt. of West Bengal. Some vacancies may also be reserved for Persons with Benchmark Disabilities (40% and above) provided that they are otherwise suitable and possess the capacity to perform the duties attached to the post. The benefits of reservation of vacancies for EWS/S.C./S.T./O.B.C.(Non-Creamy Layer) candidates are admissible to EWS/ S.C./S.T./O.B.C. (Non-Creamy Layer) candidates of West Bengal only. <u>The EWS/ S.C./S.T./O.B.C. candidates of other States shall be considered for Unreserved posts only.</u></p> <p>2. Certain vacancies, if reported, may be reserved for candidates belonging to 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 (xix) Kho-Kho and (xx) Archery - vide Govt. of West Bengal, Labour Department Notification No. 49-EMP/1M-25/98 dated 1st March, 2011 and Notification No. Labr./209-Emp./1M-17/2014 (Pt.I) dated 21st September, 2016.</p> <p>N.B.: Reservation of vacancies will be made as reported by the Government.</p> |
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| QUALIFICATIONS | <p>(i) A degree from a recognized University or its equivalent.</p> <p>(ii) 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.</p> <p>(iii) Knowledge of Bengali will be tested for candidates whose mother tongue is other than Bengali/Nepali at the time of Personality Test. Candidature of the candidates with average and/poor performance in the said knowledge of Bengali Test shall be liable to be cancelled.</p> <p>N.B. : The candidates must fulfill the requisite qualifications by the closing date of submission of application.</p> |
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| AGE | <p>1. Not below 20 years but not more than 39 years as on 01.01.2023 (i.e. born not earlier than 2nd January, 1984 and not later than 1st January, 2003).</p> <p>N.B. : Age as recorded only in the Madhyamik or equivalent certificate will be accepted. The age limits apply to all the candidates whether in Govt. service or not.</p> |
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| RELAXATION IN AGE LIMIT | <p>The upper age limit is relaxable by 5 years for S.C. & S.T. Candidates of West Bengal and by 3 years for OBC (Non-Creamy Layer) candidates of W.B. In the case of Persons with Benchmark Disabilities (PwBD) the upper age is relaxable upto 45 years. No relaxation is applicable to SC/ST/OBC candidates of other States as they shall be treated as General Candidates.</p> <p>No claim for being a member of S.C./S.T./O.B.C. (Non-creamy Layer) or a person with Benchmark disability or a meritorious sportsperson will be entertained after submission of the application..</p> |
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| PROVISIONS REGARDING PwBD CANDIDATES | Candidates having Benchmark Disabilities with limitation in writing including that of speed may be allowed the help of Scribe, if required. For convenience, PwBD candidates are requested to bring their own Scribe (wherever applicable). The Scribe should possess educational qualification one step below the qualification of the candidate taking examination. The persons with Benchmark Disabilities opting for own scribe should submit details of the own scribe as per proforma supplied by the Commission at the time of examination. In case of category of persons with Benchmark Disabilities, the provisions of scribe can be allowed on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on his behalf, from the Chief Medical Officer/Medical Superintendent of a Government health care institution as per proforma at APPENDIX-I (available at the end of this advertisement). The facility of Scribe would be allowed to any person with Benchmark Disability as defined u/s. 2(r) of the RPwD Act, 2016 and has limitation in writing including that of speed. In case persons with Benchmark Disabilities in the category of Blindness, Locomotor Disability (both arms affected – BA) and cerebral palsy, the facility of scribe shall be given, if so desired by the person. Engagement of scribe shall not be accepted after submission of the application (i.e. after closing date for submission of online application). A single Scribe may be used as far as possible except for language papers. |
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| COMPENSATORY TIME | CANDIDATES WITH BENCHMARK DISABILITIES HAVING LIMITATION IN WRITING INCLUDING THAT OF SPEED AND PRODUCING VALID APPENDIX-I WILL BE ALLOWED COMPENSATORY TIME OF 20 MINUTES PER HOUR. |
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| MODE OF APPLICATION | Applications can be submitted through online only. <u>SUBMISSION OF MORE THAN ONE APPLICATION BY THE SAME CANDIDATE IS STRICTLY FORBIDDEN AND SUCH APPLICATIONS ARE LIABLE TO CANCELLATION.</u> |
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| OTHER REQUIREMENTS | <p>(i) The candidate must be</p> <p>(a) A citizen of India (either natural or by registration), or</p> <p>(b) Such other nationals as declared eligible by the Govt. of India.</p> <p>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.</p> <p>(ii) The candidate must have good health and character and suitability in all respects for appointment to Government Service.</p> |
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| FEE | <p>Rs.160/- (Rupees one hundred sixty only) candidates may in addition have to bear the following charges:</p> <p>For Online Payment through: Debit/Credit Cards Convenience fee @1/% of the examination fee subject to a minimum of Rs. 4.90/- only plus 18% G.S.T. on such Convenience fee .</p> <p>For Online Payment using: Net Banking facility Convenience fee of Rs. 4.90/- only plus 18% G.S.T. on such Convenience fee .</p> <p>For Offline Payment through: any Bank Counter Service Charge of Rs. 17/- (Rupees Seventeen only)</p> <p><u>SC/ST candidates of West Bengal and Persons with Benchmark Disabilities (PwBD) having physical disability of 40% and above are not required to pay any fee.</u> OBC candidates of West Bengal are, however, required to pay usual fee as aforesaid. NO EXEMPTION OF FEE IS AVAILABLE TO SC/ST/OBC 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.</p> |
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**PARTICULARS
AND
CERTIFICATES
REQUIRED**

1. A candidate claiming to be **EWS/S.C./S.T./O.B.C. (Non-Creamy Layer) or Persons with Benchmark Disabilities (40% and above) & Meritorious Sportspersons** must have a certificate in support of his / her claim from a competent authority of West Bengal issued on or before the closing date of submission of application as specified below and no claim in this regard will be entertained afterwards. In case a candidate is unable to produce the relevant valid certificate in support of the declaration/claim made by the candidate at the time of document verification, his/her candidature will be summarily rejected.

(a) For S.C., S.T. & O.B.C. (Non – Creamy Layer) 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.C. & S.T. 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]
- iii) OBC (Non – Creamy Layer) candidates must submit their renewed / revalidated certificates regarding Non-Creamy Layer Status prior to interview and at the time of appointment as per existing Govt. Rules.

(b) For Persons with Benchmark Disabilities (PwBD) :-

- (i) A Medical Board constituted at Government Medical College Hospitals in Kolkata, District Hospitals and Sub-divisional Hospitals as per extant provisions laid down in RPwD Acts & Rules.
- (ii) Certificate regarding Physical Limitation in an Examinee to write (APPENDIX-I) **(Required for only those PwBD candidates who opt for Scribe and/Compensatory Time)**

(c) For Meritorious Sportspersons:-

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

| Area | Competent Authority |
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| 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. |

NB: Area of competition other than those mentioned above shall not be considered for granting M.S.P status.

(d) For EWS candidates:-

The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by any of the following authorities in prescribed format as given in Annexure C.

- (i) In the District, Additional District Magistrate in charge of development matters of the District Concerned.
- (ii) District Welfare Officer, Kolkata and Ex-officio Joint Director, BCW&TD in respect of Kolkata for Kolkata Municipal Corporation Area.
[in terms of PAR Department 325-PAR(AR)/3P-1/2019 dated 09.07.2019, read with BCW Department Memo No. 959-BCW/MR-52/2019 dated 18.05.2023. However, any EWS Certificate issued in favour of a candidate by the erstwhile authorities as mentioned vide said P & A R Department Notification will also be allowed if found valid].
- (iii) EWS candidates must submit their renewed/revalidated certificates regarding EWS status prior to interview and at the time of appointment.

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| PARTICULARS AND CERTIFICATES REQUIRED | <p>2. Candidates are required to mention in the Application Form any one of the following documents as Photo ID with its number and issuing authority:</p> <p>(i) Madhyamik or equivalent certificate bearing photograph, (ii) Passport, (iii) PAN Card, (iv) EPIC (Voter Identity Card), (v) Driving Licence and (vi) any other ID proof issued by the State or Central Government.</p> <p>Candidates are advised to bring the same Photo ID Card in original in the Examination Venue at the time of examination.</p> <p>3. 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.</p> |
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| PENALTY | A deduction of 10% of full marks shall 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 or by putting any identifying marks in the answer script of that paper. |
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| TIE BREAKING PRINCIPLES: | <p>i) Preference will be given to the candidate with higher marks in Personality Test.</p> <p>ii) If there is still a tie, preference will be given to the candidate with higher aggregate marks of the two papers in which candidate obtains highest and second highest marks and in case of further tie highest marks obtained by a candidate in any paper will be given preference.</p> <p>iii) If there is still a tie, preference will be given to the candidate with higher age.</p> |
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| DEDUCTION OF MARKS | There shall be negative marking for each wrong answer to multiple choice questions (MCQ Type) which will also be printed on the top of Question Booklet. |
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| LANGUAGE OF THE EXAMINATION | <p>Answer in all the papers except the language paper may be written either in English or in Bengali (unless otherwise directed in these rules or in the question papers).</p> <p>N.B. : Candidates shall write their answers to all the questions in only one and the same language in any particular paper.</p> |
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| CATEGORYWISE QUALIFYING MARKS: | <p>The Commission has fixed the following category wise qualifying marks in aggregate. Aggregate marks will be comprised of the marks obtained in Written Examination and Personality Test taken together.</p> <table border="1" data-bbox="774 1489 1197 1747"> <tr><td>UR</td><td>40%</td></tr> <tr><td>EWS</td><td>40%</td></tr> <tr><td>OBC (A & B)</td><td>38%</td></tr> <tr><td>SC</td><td>35%</td></tr> <tr><td>ST</td><td>30%</td></tr> <tr><td>PwBD</td><td>30%</td></tr> <tr><td>Ex-Servicemen</td><td>30%</td></tr> <tr><td>Meritorious Sports Person</td><td>40%</td></tr> </table> <p>The Commission will, however, have the liberty of further relaxing qualifying marks, if sizeable no. of posts in Reserved Categories remain unfilled.</p> | UR | 40% | EWS | 40% | OBC (A & B) | 38% | SC | 35% | ST | 30% | PwBD | 30% | Ex-Servicemen | 30% | Meritorious Sports Person | 40% |
| UR | 40% | | | | | | | | | | | | | | | | |
| EWS | 40% | | | | | | | | | | | | | | | | |
| OBC (A & B) | 38% | | | | | | | | | | | | | | | | |
| SC | 35% | | | | | | | | | | | | | | | | |
| ST | 30% | | | | | | | | | | | | | | | | |
| PwBD | 30% | | | | | | | | | | | | | | | | |
| Ex-Servicemen | 30% | | | | | | | | | | | | | | | | |
| Meritorious Sports Person | 40% | | | | | | | | | | | | | | | | |

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| <p>LIST OF PRELIMINARY EXAMINATION CENTRES WITH CODE NO.</p> | <p>11-Kolkata, 12-Baruipur, 13-Diamond Harbour, 14-Barrackpore, 15-Barasat, 16-Howrah, 17-Chinsurah, 18-Burdwan, 19-Durgapur, 20-Medinipur, 21-Tamluk, 22-Bankura, 23-Purulia, 24-Jhargram, 25-Suri, 26-Krishnanagar, 27-Berhampore, 28-Malda, 29-Balurghat, 30-Raigunj, 31-Jalpaiguri, 32-Alipurduar, 33-Coochbehar, 34-Siliguri, 35-Kalimpong and 36-Darjeeling.</p> <p>However, the Commission may allot a candidate to an adjacent Centre other than that opted by him/her if it is not possible for the Commission to accommodate in the Centre primarily opted by the candidate.</p> |
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| <p>CAUTION</p> | <p>i. Candidates are advised to read thoroughly and cautiously the “Advertisement” and “Scheme & Syllabus”.</p> <p>ii. Applications once submitted shall be treated as final (after closing date for submission of online application). No request for change in application form and no claim for being a member of the EWS/ SC/ ST/ OBC (Non- Creamy Layer) Category or a Person with Benchmark Disability (PwBD) or a Meritorious Sportsman will be entertained after final submission of application.</p> <p>iii. 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.</p> <p>iv. 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 of the examination related to this advertisement and also debarment from future examinations and selections as may be decided by the Commission according to the circumstances of the case.</p> <p>v. 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.</p> <p>vi. The conditions prescribed cannot be relaxed in any case other than those mentioned in this Advertisement.</p> <p>vii. 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 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 a valid Admit Card.</p> <p>viii. THE PUBLIC SERVICE COMMISSION, WEST BENGAL, SHALL HAVE DISCRETION TO FIX QUALIFYING MARKS IN ANY PAPER/ALL PAPERS/SUBJECTS AND IN THE AGGREGATE.</p> <p>ix. <u>Mobile Phones, Smart Watches, Bluetooth or any other communication device are not allowed inside the premises where the examination is being conducted. Any infringement of this instruction shall entail disciplinary action including ban from the examination related to this advertisement as well as from future examinations.</u></p> <p>x. <u>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 or any other gadget of communication may not enter the venue.</u></p> <p>xi. Candidates allotted in a particular venue will in no case be admitted to a venue other than that indicated in the admit card issued by the commission.</p> <p>xii. Answers should be given in chronological sequence for all conventional type papers.</p> |
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| RESULTS OF THE EXAMINATION | <p>The Preliminary Examination is meant to serve as a Screening Test only for the purpose of selection of candidates for the Final Examination. The marks obtained by candidates in Preliminary Examination will not be considered for Final Selection. Only those candidates who will be declared qualified at the Preliminary Examination in a year shall be eligible for admission to the M.S.R. (Final) Examination of that year.</p> <p>The Final Merit List will be prepared on the basis of marks obtained in Final Examination and Personality Test taken together.</p> <p>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.</p> |
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| 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. |
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| 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. |
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| DISPLAY OF MODEL ANSWERS | After display of Model Answers (MCQ Type) in the Commission's website, objections by the candidates need to be filed strictly within the specified time limit, beyond which no objection shall be entertained. |
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Commencement of submission of online application : **The 5th October, 2023**

Closing date for submission of online application : **The 2nd November, 2023 (upto 3:00 P.M.)**

Closing date for submission of fees through online : **The 2nd November, 2023 (upto 3:00 P.M.)**

Closing date for submission of fees through offline : **The 3rd November, 2023.***

*** However, the Challan must be generated by the 2nd November, 2023 positively.**

IMPORTANT INSTRUCTION

There shall be no 'Edit Window' after closure of online submission of application. The applicants are advised to verify the details provided in the online application form very carefully. They are advised to identify incorrect entry, if any and edit the same. It may be noted that once 'Final Submission' button is clicked, the system will not allow editing of any field further. No request for any correction/change would be entertained after submission of Application Form.

Prior to clicking of 'Final Submission' Button the applicants are therefore requested to be sure that all information furnished are correct and edit any field if required.

Guidelines popped-up during filling up of online Application Form should be followed continuously.

For further details and assistance the candidates may contact the following numbers on any working day from 11-00 a.m. to 4-00 p.m.

For Technical Support

Help Desk (033) 4058-5640

Email-id :- pscwbit01@gmail.com

CERTIFICATE REGARDING PHYSICAL LIMITATION IN AN EXAMINEE TO WRITE

This is to certify that, I have examined Mr/Ms/Mrs _____ (name of the candidate with disability), a person with _____ (nature and percentage of disability as mentioned in the certificate of disability), S/o/D/o _____ a resident of _____ (Village/District/State) and to state that he/she has physical limitation which hampers his/her writing capabilities owing to his/her disability.

Signature

Chief Medical Officer/Medical Superintendent of a Government health care institution

Name & Designation.

Name of Government Hospital/Health Care Centre with Seal

Place:

Date:

Note:

Certificate should be given by a specialist of the relevant stream/disability

(e.g. Visual impairment-Ophthalmologist, Locomotor disability – Orthopaedic specialist/PMR).

ANNEXURE – C
Government of West Bengal
(Name & Address of the issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date: _____

**Recent Passport
size attested
photograph of
the applicant**

VALID FOR THE YEAR _____

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of
_____ a permanent resident of _____ village/Street
_____ Post Office _____ District _____ Pin
Code _____ in the state of West Bengal whose photograph is attested below belongs to economically Weaker
Sections, since the gross annual income* of his/her family ** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial
year _____. His/her family does not own or possess any of the following assets***

- I. 5 acres agricultural land and above
- II. Residential flat of 1000 sq. ft and above
- III. Residential Plot of 100 sq. yards and above in notified municipalities
- IV. Residential plot of 200 sq. yards and above in notified municipalities

2. Shri/Smt./Kumari _____ belongs to the _____
caste which is not recognized as a scheduled Tribe and other Backward Classes (Central List)

Signature with seal of Office _____

Name _____

Designation _____

Note1: Income covered all sources i.e. salary, agriculture, business, profession etc.

Note2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

Note3: The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test or determine EWS status.

MISCELLANEOUS SERVICES RECRUITMENT EXAMINATION, 2023

ADVT. NO. 11/2023
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 – Written) 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 1 hour and 30 minutes 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 having a duration of 1 hour and 30 minutes. 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 2 hours and 30 minutes. Answers for Group-A (General Studies) portion should be given in English or in Bengali or in Nepali and Answers for Group-B (Arithmetic) 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 :-

- Drafting of a report from points or materials supplied ;
- Translation from Bengali/Hindi/Urdu/Nepali/Santali, as the case may be, to English ;
- Condensing of a prose passage (Summary/Precis) ;
- 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. The Commission shall have the discretion to fix qualifying marks in any or all of the papers of written examination 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.
