

**ODISHA STAFF SELECTION COMMISSION**

Unit – II, Bhubaneswar – 751001

Advertisement No.IIE-146/2022- 6785 /OSSC; Date: 23.11.2022

**Recruitment for 7540 posts of Regular Teachers for Government Secondary Schools under the S&ME Department, Odisha, Bhubaneswar.**

(POST CODE: 272)

(WEBSITE: [www.osscc.gov.in](http://www.osscc.gov.in))**1. Application Invited:**

	Start Date	End Date
Online Registration	11 Dec. 2022	9 Jan. 2023
Submission of Online Application Form	11 Dec. 2022	9 Jan. 2023
Mode of Application	Online Mode only through the website “ <a href="http://www.osscc.gov.in">www.osscc.gov.in</a> ”. No Physical copy/Hard copy of the Online Application Form needs to be submitted by the applicant.	

Applications are invited online through the OSSC website “[www.osscc.gov.in](http://www.osscc.gov.in)” from candidates for recruitment to fill up vacancies in the post of Regular Teachers for Government Secondary Schools under S&ME Department, Odisha, Bhubaneswar.

Sl. No	Post	Scale of Pay
1	TGT (ARTS, PCM, CBZ)	35,400/- per month Level-9
2	HINDI TEACHER, SANSKRIT TEACHER, TELUGU TEACHER, URDU TEACHER	35,400/- per month Level-9
3	PHYSICAL EDUCATION TEACHER	29,200/- per month Level-8

- 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.
- The prescribed age limit for the post is 21 years to 38 years as on 01.01.2022 with usual age relaxation for SC, ST, SEBC, Women, PwD, Ex-Serviceman.
- The examination fee has been exempted for all categories of candidates as per GA & PG Department Notification No.9897/Gen dated 11.04.2022.
- There shall be regular appointments carrying level of Pay as mentioned above. Appointment shall be guided by “Odisha Group-B (Repeal and Special Provisions) Rules, 2022 notified vide GA and PG Department Notification number 2946 dated

16<sup>th</sup> October 2022, and Resolution of S&ME Dept Notification No.24074/SME dated 11.11.2022

- e. 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.
- f. 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.
- g. 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.
- h. No Admission Letter for recruitment at any stage shall be sent to candidates by post. The candidates are therefore advised to access Commission's website [www.osscc.gov.in](http://www.osscc.gov.in) regularly to know updates regarding the date of examination, downloading of Admission Letter and the status of their applications etc.
- i. 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.

**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 post-wise:**

Sl. No.	Post	ST		SC		SEBC		UR		Grand Total	
		Total	Out of which Female	Total	Out of which Female	Total	Out of which Female	Total	Out of which Female	Total	Out of which Female
1	TGT ARTS	893	295	180	59	189	62	708	234	1970	650
2	TGT PCM	719	237	166	55	98	32	436	144	1419	468
3	TGT CBZ	556	183	144	48	126	42	379	125	1205	398
4	Hindi	767	253	356	117	87	29	142	47	1352	446
5	Sanskrit	560	185	62	20	31	10	70	23	723	238
6	PET	543	179	88	29	59	19	151	50	841	277
7	Telugu	2	1	0	0	1	0	3	1	6	2
8	Urdu	14	5	10	3	0	0	0	0	24	8
<b>Grand Total</b>		<b>4054</b>	<b>1338</b>	<b>1006</b>	<b>331</b>	<b>591</b>	<b>194</b>	<b>1889</b>	<b>624</b>	<b>7540</b>	<b>2487</b>

UR-Unreserved

SEBC-Socially and Educationally Backward Class

SC-Scheduled Caste

ST-Scheduled Tribe

**N.B:- Candidates belonging to the Transgender community are also eligible to apply**

Out of the above vacancy position the special category reservation is given below:

Sl. No.	Name Of Post	Special Category		
		PwD	Ex-Servicema	Sports Person
1	TGT ARTS	79 (W-27)	59	20(W-7)
2	TGT PCM	57 (W-18)	43	14(W-5)
3	TGT CBZ	48 (W-15)	36	12(W-4)
4	Hindi	54 (W-18)	40	14(W-5)
5	Sanskrit	29 (W-9)	22	7(W-2)
6	PET	0	25	8(W-3)
7	Telugu	0	0	0
8	Urdu	1 (W-0)	1	0
	<b>Total</b>	<b>268 (W-87)</b>	<b>226</b>	<b>75(W-26)</b>

PwD candidates are not eligible to apply for the post of PET.

- b) As per the Social Security & Empowerment of Persons with Disabilities Department, Govt. of Odisha Resolution No.1843/SSEPD Dtd.25.02.2021 the PwD candidates having disability of permanent nature not below 40% in the following categories and Benchmark disability & Functional Requirements shall be eligible to apply for the post.

Sl No	Name of the post	Category I (VI) Blind and Low vision		Category II (HI) Hard of hearing with suitable Aid		Category III (OH) Locomotor disability including Cerebral Palsy, Leprosy cured, dwarfism, acid attack victims and muscular dystrophy		Category IV (MD) Combination of Categories specified in Categories I, II & III		Grand Total	Total Women
		Total	Women	Total	Women	Total	Women	Total	Women		
1	TGT ARTS	20	7	20	7	20	7	19	6	79	27
2	TGT PCM	0	0	19	6	19	6	19	6	57	18
3	TGT CBZ	0	0	16	5	16	5	16	5	48	15
4	HINDI	14	5	14	5	13	4	13	4	54	18
5	SANSKRIT	8	3	7	2	7	2	7	2	29	9
6	TELUGU	0	0	0	0	0	0	0	0	0	0
7	Urdu	1	0	0	0	0	0	0	0	1	0
8	PET	0	0	0	0	0	0	0	0	0	0
<b>GRAND TOTAL</b>		<b>43</b>	<b>15</b>	<b>76</b>	<b>25</b>	<b>75</b>	<b>24</b>	<b>74</b>	<b>23</b>	<b>268</b>	<b>87</b>

**Exemption of Post from reservation for PwD has been approved by the Competent Authority as per provisions contained in Para 11 of Resolution No 1843/SSEPD, Dt. 25.02.2021 of Govt. in SSEPD Department.**

**Physical Requirements to perform the work:**

H	Work Performed by Hearing/Speaking
R&W	Work performed by Reading and Writing
S/ST	Work performed by Sitting(On Bench Or Chair)/ Work Performed By Standing
SE	Work performed by Seeing

- c) PwD candidates must ensure that they possess permanent disability certificate of the above category as at clause 2(b) and must upload the scanned copy of the original disability certificate issued online (not photocopy) UDID card issued by competent authority.
- d) 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 or suitable male candidate(s) of the same category.
- e) The number of vacancies and reservation of Vacancies to be filled up on the basis of this recruitment are subject to change without any prior notice as per the discretion of the Commission, the Requisitioning Authorities and the Government.

**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
- Be able to read and write Odia with any of the following qualification:-
  - i. Have passed HSC Exam conducted by the Board of Secondary Education, Odisha or any equivalent examination with Odia as a Language Subject i.e. First / Second or Third Language. or
  - ii. Have passed +2 / Higher Secondary Examination conducted by the Council of Higher Secondary Education, Odisha with Odia as an examinable subject. or
  - iii. Have passed Odia Examination of HSC (10th) standard conducted by the BSE, Odisha.

**(b) Minimum Educational Qualification:**



Minimum educational qualifications prescribed for the posts of Trained Graduate Teachers ARTS, Science (PCM), Science (CBZ), Hindi, Classical (Sanskrit), Urdu, Telugu and PET Teachers in Govt. Secondary Schools.

SL. NO.	POST NAME	MINIMUM EDUCATIONAL QUALIFICATION
1	TGT ARTS	<p>Bachelor Degree in Arts/Commerce or a Shastri (Sanskrit) Degree from a recognised university with two school subjects (school subjects as defined in the proviso here under) from a recognized university having 50% marks in aggregate (45% for SC/ST/PwD/SEBC candidates) and Bachelor in Education (B. Ed)/ 3-year integrated B.Ed. - M.Ed. from any NCTE recognized Institution.</p> <p style="text-align: center;">OR</p> <p>Four-year Integrated B.A. B.Ed. from any NCTE recognized Institution with two school subjects (school subjects as defined in the proviso here under) having 50% marks in aggregate (45% for SC/ST/PWD/SEBC candidates)</p> <p>Provided that:</p> <p>In any case the candidate must have passed the Bachelor Degree with any two school subjects offered as pass/ hons / elective/ optional/ compulsory subject out of the following:</p> <p>English, Odia, Hindi, Sanskrit, History, Geography, Economics, Political Science, Indian Economy, Landmarks in Indian History, Indian Geography, Indian Polity, *Business Economics and *Communicative English.</p> <p>* Candidates possessing a Pass/ Hons/Elective/Optional/Compulsory subject in Communicative English and/or Business Economics are provisionally allowed to participate in the recruitment process. However, their candidature shall be subject to the result of the Writ appeal being W.A. No 1296 of 2022 pending before the Hon'ble High Court.</p>
2	TGT	Bachelor Degree in Science/B. Tech/ B.E with two school subjects

<p>Science (PCM)</p> <p>TGT Science &amp; (CBZ)</p>	<p>(school subjects as defined in the proviso here under) from a recognized university having 50% marks in aggregate(45% for SC/ST/PWD/SEBC candidates) and Bachelor in Education(B. Ed)/ 3-year integrated B.Ed. - M.Ed. from any NCTE recognized Institution.</p> <p style="text-align: center;">OR</p> <p>Four-year Integrated B. Sc. B.Ed. from any NCTE recognized Institution with two school subjects (school subjects as defined in the proviso here under) having 50% marks in aggregate (45% SC/ST/PWD/SEBC Candidates)</p> <p>Provided that:</p> <p>In any case the candidate must have passed the Bachelor Degree with any two school subjects offered as Pass/Hons/Elective/Optional/Compulsory subject out of the following:</p> <p>a) For Trained Graduate Teacher-Science (PCM): Physics, Chemistry, Mathematics.</p> <p>b) For Trained Graduate Teacher-Science (CBZ): Chemistry, Botany, Zoology, Biology, Biotechnology, Life Science.</p> <p>Provided "Candidates possessing a Pass/Hons/Elective/Optional/Compulsory subject in Life science are provisionally allowed to participate in the recruitment process. However, their candidature shall be subject to the result of the Writ appeal being W.A. No 1444 of 2022 pending before the Hon'ble High Court".</p>
<p>4</p>	<p>Teacher (Telugu)</p> <p>Bachelor degree in Arts having Telugu as a subject with minimum 50% marks in aggregate (45% for SC/ST/PWD/SEBC candidates)</p> <p style="text-align: center;">and</p> <p>Telugu B.Ed./ B.Ed. from any NCTE recognized institution.</p>



5	Classical Teacher (Sanskrit)	<p>1. Bachelors Degree with Sanskrit as one of the elective/ optional/ Hons./ pass subject from a recognized university with minimum 50% marks in aggregate (45% for SC/ST/PWD/SEBC Candidates)</p> <p style="text-align: center;">And</p> <p>Shiksha Shashtri (Sanskrit) a course prescribed by NCTE, from a recognized University/ Institution/ B.Ed from any NCTE recognized institution.</p> <p style="text-align: center;">Or</p> <p>2. Shashtri in Sanskrit with minimum 50% of marks in aggregate(45% for SC/ST/PWD/SEBC Candidates) from a recognised University/Institution with 50% marks in aggregate (45% for SC/ST/PWD/SEBC Candidates)</p> <p style="text-align: center;">And</p> <p>Shiksha Shastri (Sanskrit) a course prescribed by NCTE, from a recognised University/ Institution/ B.Ed. from any NCTE recognised Institution.</p>
6	Hindi Teacher	<p>1. Bachelors Degree with Hindi as one of the Elective/Optional/Hons./Pass subject from a recognized university with minimum 50% marks in aggregate(45% for SC/ST/PWD/SEBC Candidates )</p> <p style="text-align: center;">and</p> <p>One of the following Training qualifications</p> <ol style="list-style-type: none"> <li>i. Hindi Shikshan Parangat from Kendriya Hindi Sansthan, Agra</li> <li>ii. B.H.Ed , a course prescribed by NCTE, from a recognized University/ Institution</li> <li>iii. B.Ed in Hindi, a course prescribed by NCTE, from Dakhin Bharat Hindi Prachar Sabha, Madras.</li> <li>iv. B.Ed. from NCTE recognised institution</li> </ol> <p style="text-align: center;">OR</p> <p>2. Bachelor's Degree from a recognized University with minimum 50% marks in aggregate (45% or SC/ST/PWD /SEBC candidates) with one of the following qualifications;</p>

		<p>i. Rastrabhasa Ratna from Rastrabhasa Prachar Samiti, Wardha</p> <p>ii. Shastri(Hindi) from Orissa Rastrabhasa Parishad, Puri</p> <p>iii. Snataka (Acquired by June-2005, the date up to which the temporary recognition has been granted) from Hindi Shiksha Samiti, Orissa, Cuttack</p> <p style="text-align: center;">and</p> <p>One of the following training qualifications;</p> <p>i. Hindi Shikshan Parangat from Kendriya Hindi Sansthan, Agra</p> <p>ii. B.H.Ed. , a course prescribed by NCTE from a recognised University/ Institution</p> <p>iii. B.Ed in Hindi, a course prescribed by NCTE, from Dakin Bharat Hindi Prachar Sabha, Madras</p> <p>iv. B.Ed. from NCTE recognised institution.</p>
	Urdu Teacher	<p>1. Alim/Fazil with 50% of marks in aggregate(45% for SC/ST/PWD/SEBC Candidates)</p> <p style="text-align: center;">And</p> <p>B.Ed / Urdu B.Ed from any NCTE-recognized University/Institution</p> <p style="text-align: center;">Or</p> <p>2. B.A(Persian) with 50% of marks in aggregate(45% for SC/ST/PWD/SEBC Candidates),</p> <p style="text-align: center;">And</p> <p>B.Ed/ Urdu B.Ed from any NCTE recognized University/ Institution.</p>
8	PET	+2 or its equivalent examination from a recognized institution and C.P.Ed./ D P.Ed / B.P.Ed./ M.P.Ed from a recognized Board/ University.





**N.B.:**

- 1. Candidates must have requisite qualification for the post on the last date of submission of Online Application Form.**
- 2. Candidates possessing Academic / Training qualifications from Boards/ Universities / Institution outside Odisha shall have to produce the following documents failing which she/he shall not be considered eligible for selection.**

- i. proof of equivalency from any recognised Universities of the State of Odisha,
- ii. affiliation of their institution to a recognised University and
- iii. recognition of such training course and Institute by NCTE.

3. A candidate furnishing certificates, mark-sheets with grades and grade-point shall have to also furnish numerical equivalence of grades/ grade points from the examining bodies failing which he/ she shall not be treated as eligible for selection.
4. Must have passed **Odisha Secondary School Teacher Eligibility Test (OSSTET)** in concerned category and concerned subject conducted by the Board of Secondary Education, Odisha.
5. **Provided that, candidates who will appear the OSSTET- 2022 can also apply and appear in the recruitment examination but they will have to produce the OSSTET Pass Certificate at the time of verification of documents, failing which he/ she shall not be considered as eligible for selection.**

**(c) Age:**

- i. To be eligible for the post a candidate must have attained the age of (Twenty-one) 21 years and must not be above the age of (Thirty-eight) 38 years as on **1<sup>st</sup> January 2022**. The upper age limit is relaxable by 5 years for candidates belonging to SEBC, SC, ST & 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 **2<sup>nd</sup> January 1984** and not later than **1<sup>st</sup> January 2001**.
- ii. 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 for considering their claims of age relaxation 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.**)

- (d) 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.
- (e) 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.

**[For important instructions about filling up online application and “How to Apply” refer to Annexure “A’ enclosed].**

#### 4. Plan and Pattern of Examination:

Stages of Exam	Type of Exam	No of Paper	Marks allotted	Remarks
Stage-I	Preliminary Examination (Objective Type, MCQ)	One paper	100	It is qualifying in nature. Prelim exam will only be conducted for such posts where number of valid applications are more than five times the advertised vacancies. Based on marks obtained in Preliminary examination approximately 5 times the number of candidates will be shortlisted (post wise & category wise) for appearing in Main written exam
Stage-II	Main Written Examination (Objective Type, MCQ)	One paper (Different for different Posts)	150	Candidates will be called for certificate verification on the basis of marks secured in Main examination. If vacancies in post/ category are 50 or less than 50 two times if vacancies in post/ category are 51 or more, 1.5 times the number of vacancies will be called for certificate verification.
Stage-III	Certificate verification		--	The eligibility of candidates shortlisted shall be determined through verification of all relevant documents in support of age, qualification and other eligibility conditions as laid down in the advertisement. The candidate, who fails to attend the document verification, will not be considered for the post.

\* Every question will carry one mark each and there will be negative marking @0.25 marks for each wrong response.

(a) Indicative Syllabus of Preliminary Written Examination for teachers.

- General Studies  
(Indian Constitution, Indian Economy, Indian and World Geography, History of India, History of Odisha, General issues of Environment or Climate change – 10<sup>th</sup> Standard)  
-30 Questions / 30 Marks.
- Arithmetic -10<sup>th</sup> Standard-20 Questions/20 Marks
- Logical Reasoning and Analytical Ability, General Mental Ability - 20 Questions / 20 Marks.
- Computer/ Internet Awareness - 20 Questions / 20 Marks.
- Current events of National / International Importance - 10 Marks.

Details of Main written examination is shown below:

Post	Type of Questions	Number of Questions	Full Marks	Level	Subjects	Language (Medium)
TGT Science PCM	MCQ	150	150	Graduation	a)Physics, b)Chemistry, c)Mathematics d)Pedagogy, & Evaluation.	English
TGT Science CBZ	MCQ	150	150	Graduation	a)Chemistry b)Botany, c)Zoology d)Pedagogy, & Evaluation.	English
TGT Arts	MCQ	150	150	Graduation	a) History+ Political Science, b) Geography+ Economics, c)English d)Pedagogy, & Evaluation.	English
					e) Odia	Odia
Hindi Teacher	MCQ	150	150	Graduation	a)Hindi b)Pedagogy, & Evaluation.	Hindi
Sanskrit Teacher	MCQ	150	150	Graduation	a) Sanskrit b)Pedagogy, & Evaluation.	Devanagari
Telugu Teacher	MCQ	100	100	Graduation	a)Telugu b)Pedagogy, & Evaluation.	Telugu

Post	Type of Questions	Number of Questions	Full Marks	Level	Subjects	Languages (Medium)
Physical Education Teacher	MCQ	150	150	Intermediate (+2)	Physical Education d)Pedagogy, & Evaluation.	English & Odia
Urdu Teacher	MCQ	150	150	Graduation	Urdu d)Pedagogy, & Evaluation.	Urdu

**Note:-The detail syllabus of Main written examination is enclosed at Annexure-C.**

In pursuance of GA & PG Department Notification No-29246, Dated-18<sup>th</sup> October 2022, the Main Examination, shall be conducted both in Odia and English. The candidate shall exercise his/her option in the online application form. **All may note that the option once given in the online application form cannot be changed. Options are available in the online application form.**

- (b) The candidates those who fail to appear in 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 examination must be sent to the commission by email "[support.ossce@gov.in](mailto:support.ossce@gov.in)" within 05(five) days of completion of examination.

**5) Place and Date of written examination:**

- a) The Date of Preliminary & Main Examination will be conveyed to the candidates in due course through Notice which will be published in two leading Local dailies as well as website of the Commission and also in Admission Letter. Preliminary examination is likely in February 2023. Exact date will be intimated later.
- b) The exact Date, Time and Venue of Preliminary & Main written examination 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):**

Basing on the marks secured in the Main Written Examination, Candidates numbering two times of the vacancies advertised (If vacancies in post/ category are 50 or less than 50) & 1.5 times of the vacancies advertised (if vacancies in post/ category are 51 or more) in order of merit, post wise & category-wise shall be shortlisted for Certificate Verification. The candidates will be required to produce their Original Certificates & Mark sheets of Academic qualification & Training qualification, caste certificate, special category certificate and other

documents as intimated in the admission letter for verification along with a set of self-attested photocopy of the same and OSSC copy of the application form duly signed by the applicant. (**Details is enclosed in Annexure-B**).

**Candidates who fail to appear in the document verification will not be considered for final selection and their name will be deleted from the merit list.**

**7) Admission Letter:**

- a) The Commission shall upload the admission letter in its Website [www.oss.gov.in](http://www.oss.gov.in) for the convenience of the candidates. Applicants should click on the button 'candidates' login' and then provide 'user Id' and 'Password' upon which the status of the application will be displayed on the screen. The eligible applicant may click on "Download Admission Letter" to download the Admission Letter and take print out.
- 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) Select list:**

The Select list shall be prepared and published post-wise basing on the sum total of marks secured by candidates in the Main Written Examination (out of 150 marks) and found suitable in Certificate Verification.

**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 an illustrative, not exhaustive list) before during or after conduct of examination, his/her 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/Question-cum-Answer Booklets, Rough Sheets, Answer Sheet 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.



- 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.
  - 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.
  - 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 representatives etc.
  - 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.
  - Impersonate/Procuring impersonation by any person.
  - Taking snapshots, making videos of question papers or examination material, labs, etc.
  - Sharing examination terminal through remote desktop software's/ Apps/ LAN/ VAN, etc. or attempting the same.
  - Filling up and submitting more than one application form for the same recruitment examination.
  - 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 centers 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) Marks scored by candidates in Computer-based PRELIMINARY Examination, if such examination is conducted in more than one Sitting/Batch, will be normalised by using the formula published by the Commission vide Notice No.2444/OSSC, dt.02.09.2021 and such normalized scores will be used to determine cut-off marks.
- (b) There shall be no provision for re-evaluation/ re-checking of scores in the Examination. No correspondence in this regard shall be entertained.
- (c) Sharing of marks with candidate: Marks obtained by an applicant in Preliminary & Main Examination are proposed to be shared with him/her after final merit list is published.
- (d) This is a State Cadre post. The candidate, on selection, may be asked to serve anywhere in Odisha.
- (e) 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 one month of the declaration of the result.
- (f) Applicants who are Odisha Government servant 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 Odisha Government Servants at time of application but became Government Servants subsequently during recruitment process, must submit No Objection Certificate at stage of certificate verification. Those Odisha Government Servants who are unable to produce No Objection Certificate at or before Certificate Verification, will not be included in the Select Merit List. Similarly, if any candidate hides his Odisha Govt. Servant status, if found to be an Odisha Government servant, on the day of Certificate Verification or before, will not be included in the Select Merit List.

**By order of the Commission**

  
Secretary 23/11/2022

## 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 (if any) 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/ PwD/ ESM/Sports Person 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.
- Candidates with only **benchmark physical disability** mentioned in Clause-2(b) of Advertisement will be considered as Persons with Disabilities (PwD) and entitled to age-relaxation/ reservation for Persons with Disabilities.
- When the application is successfully submitted, it will be accepted 'Provisionally'. Candidates should take printouts 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/her 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 the examinations of all Commission.

- **The candidates should ensure that they have filled in the correct data in the online application before submission. However, in case any data or information has been wrongly extended, they may correct the same in the Online Application Form (except the data filled in Registration) at any time before closing date of the online application. After the closing date of the online application, no correction /modification/changes in the online application form shall be allowed under any circumstances. Any request reviewed in any form in this regard through e-mail/ by hand shall not be entertained.**
- The candidates must write their name, Date of Birth, father's name and mother's name as given in the Matriculation Certificates otherwise their candidature may be cancelled at the time of Document 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 in 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 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 his/her Date of Birth. In case of a mismatch in the date of birth mentioned in the Admission Certificate and Photo ID/ Certificate brought in support of the 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.

#### **How to Apply:**

- 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.osscc.gov.in](http://www.osscc.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 an 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 exam.
- 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 between ranges of 20 kb to 50kb shall be kept handy for uploading during Registration.
- Scanned document must be in “Pdf” format between ranges of 100kb to 500 kb.



- Applicant may keep their required Certificates, Mark sheets, Aadhar Number & other documents ready while filling up the details of the educational qualification & other fields of Online Application Form.
- 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-Serviceman” 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 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-Serviceman category. The scanned document must be in “Pdf” format between ranges of 100 kb to 500 kb.
- Candidates claiming reservation/ age relaxation under “PwD (Persons with Disabilities)” category need to upload a valid online PwD certificate issued by Unique Disability Identification (UDID) Portal. The scanned document must be in “Pdf” format between ranges of 100kb to 500 kb.
- Candidates claiming reservations under Sports Person Category need to upload Sports I-card issued by Director of Sports and Youth Service Department. The scanned document must be in “Pdf” format between ranges of 100kb to 500 kb.
- **The candidate should ensure that the scanned Photograph and full Signature, Left/Right Hand Thumb Impression and other relevant documents as uploaded by the candidate are clearly identifiable/ visible. Otherwise, the registration and application shall be liable for rejection. No correspondence on this account shall be entertained.**
- The Candidate shall be allowed for the examination at different stages provisionally basing on the information furnished in the Online Application. As such they 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 canceled forthwith.

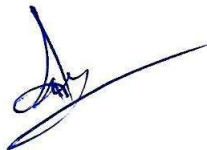
#### **Annexure-B**

##### **Documents to be submitted at time of Certificate Verification:**

- a. Downloaded copy of Admission letter for Document Verification.
- b. Downloaded copy of Bio-Data-cum-Attestation form duly filled in.
- c. Copy of the Online Application form legibly signed by the candidate at appropriate place.
- d. HSC certificate & mark sheet or equivalent certificate in support of Date of Birth, issued by the concerned Board/Council.
- e. +2 or equivalent examination pass Certificate & Marksheet issued by the concerned Board/Council
- f. Bachelor's Degree or other academic Certificate & Marksheet (as applicable for different posts mentioned in clause-3(b) of the advertisement) issued by the concerned University.
- g. Training pass Certificate & Marksheet (as prescribed for different posts mentioned in clause-3(b) of the advertisement) issued by NCTE recognized college/ Institution.
- h. Candidates possessing academic/training qualifications from outside Odisha must have produced required documents as mentioned in N.B. of clause-3(b) of the advertisement.
- i. OSSTET Pass Certificate and Marksheet issued by Board of Secondary Education, Odisha.
- j. 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.
- k. Certificate either of passing HSC examination with Odia as a compulsory subject, or in lieu thereof a certificate of passing Odia issued by competent authority.
- l. Photocopy of permanent disability certificate not less than 40% issued online by UDID (by Appropriate Medical Authority) in case of PwD candidates.
- m. Sports I-card issued by Director of Sports & Youth Services in case of candidates claiming reservation for Sports person.
- n. Discharge certificate, identity card and document indicating the period of service rendered in defence forces in case of Ex-Servicemen candidates claiming age relaxation.
- o. NOC in case of candidates working in Government Service.

p. An ID Proof such as Voter's Identity Card/Driving License/Aadhar Card etc. issued by Government Authority.

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A handwritten signature in blue ink, consisting of a stylized initial 'A' followed by a long horizontal stroke that curves upwards at the end.