

**ADVERTISEMENT NO.01/2023**  
**UNION PUBLIC SERVICE COMMISSION**  
**INVITES ONLINE RECRUITMENT APPLICATIONS (ORA\*)**  
**FOR RECRUITMENT BY SELECTION TO THE FOLLOWING POSTS**  
**(\*: by using the website <http://www.upsconline.nic.in>)**

**VACANCY DETAILS**

**1. (Vacancy No. 23010101214) One vacancy for the post of Deputy Commissioner (Horticulture), Department of Agriculture and Farmers Welfare, Ministry of Agriculture and Farmers Welfare (UR-01).** The vacancy is suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision (**LV**), Deaf and Hard of Hearing with disability i.e. Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. One leg affected (R or L) (**OL**) or One arm affected (R or L) (**OA**) or One leg and One arm affected (**OLA**) or Leprosy Cured (**LC**) or Dwarfism (**DW**) or Acid Attack Victims (**AAV**), Multiple disabilities (**MD**) i.e. at least two disabilities from the categories of the disabilities indicated above. The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- 12 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 50 years.** **ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Master's Degree in Horticulture or Agriculture or Botany with specialization in horticulture or **equivalent\*** from a recognized University. **\*Equivalent means** (i) Floriculture & Land Scaping, (ii) Fruit Science/Pomology, (iii) Vegetable Science/Olericulture, (iv) Agroforestry, (v) Plantation, Spices, Medicinal & Aromatic crops. **(B) EXPERIENCE:** Ten years experience in horticulture development or research or production or extension. **DESIRABLE:** Doctorate degree in horticulture or **equivalent\*** from a recognized University. **\*Equivalent means** (i) Floriculture & Land Scaping, (ii) Fruit Science/Pomology, (iii) Vegetable Science/Olericulture, (iv) Agroforestry, (v) Plantation, Spices, Medicinal & Aromatic crops. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** To provide essential link between State and Central Governments in solving problems in horticulture production and providing authoritative recommendations for use of Agricultural Officers and extension workers at field level. To execute the agricultural production campaign in the field of horticulture crops viz, cashew nut, coconut, Areca nut, Spices, Horticulture Vegetables, Oil Palm, fruits and aromatic plants. To monitor implementation of horticulture plans, schemes & projects of different states. **HQ:** New Delhi with liability to serve anywhere in India or abroad.

**2. (Vacancy No. 23010102214) One vacancy for the post of Assistant Director (Toxicology) in Directorate of Plant Protection, Quarantine and Storage, Faridabad, Department of Agriculture and Farmers Welfare, Ministry of Agriculture and Farmers Welfare (UR-01).** The vacancy is suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Deaf and Hard of Hearing with disability i.e. Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. One leg

affected (R or L) **(OL)** or One arm affected (R or L) **(OA)** Leprosy Cured **(LC)** or Dwarfism **(DW)** or Acid Attack Victims **(AAV)**, Multiple disabilities **(MD)** i.e. at least two disabilities from the categories of the disabilities indicated above. The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level-10 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 35 years. ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Bachelors Degree in Veterinary Science or Masters Degree in Pharmacology or Toxicology from a recognized Institute or University. **(B) EXPERIENCE:** Three years working experience in lab or hospital or institution in related field of Pharmacology or Toxicology. **DESIRABLE:** (i) Masters Degree in the field of Veterinary Science with specialization in Pharmacology or Toxicology from a recognized university. (ii) One year practical experience in management of Animal House or handling of animals or in the field of Toxicology of Pesticides or Chemicals. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** Screening of lab reports/results of toxicological studies. Standardization for estimation of cholinesterase in rat and human serum. Technical scrutiny/review of pesticides. Organizing training on safe use of pesticides. Responsibility for planning, organizing, supervising, evaluating and interpreting the results. **HQ:** Faridabad, Haryana with liability to serve anywhere in India.

**3. (Vacancy No. 23010103214) One vacancy for the post of Rubber Production Commissioner in Rubber Board, Kottayam, Department of Commerce, Ministry of Commerce and Industry (UR-01).** The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- 13 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 50 years. ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** A Post Graduate Degree in Botany or Agriculture from a recognized University. **(B) EXPERIENCE: (i)** Knowledge of all aspects of modern scientific cultivation of rubber including new planting, replanting and preparation of raw products; **(ii)** Twelve years' experience in a responsible capacity in formulation and implementation of Schemes relating to Agriculture of which at least five years experience should be in rubber cultivation. **DESIRABLE:** (i) Ph.D in Botany or Agriculture; (ii) Should be capable of preparing development Schemes for the rubber plantation industry as and when necessary and advise the Board on their implementation; (iii) About five years experience in extension or advisory work in rubber plantation or five years practical experience in routine rubber plantation practices. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** Rubber Production Commissioner shall be responsible for the following:- (i) Proper administration of the Rubber Production Department. (ii) Give proper advice to the Chairman regarding formulation and implementation of various schemes. (iii) Arrange Annual Mass Contact Programmes. (iv) Monitor and evaluate the implementation of various schemes. (v) Assign targets to Regional Offices and monitor its achievements. (vi) Represent Rubber Board in national/international conferences relating to Rubber cultivation, etc. **HQ:** Kottayam, Kerala.

**4. (Vacancy No. 23010104614) One vacancy for the post of Scientist 'B' (Non-Destructive) in National Test House, Department of Consumer Affairs, Ministry of Consumer Affairs, Food & Public Distribution (UR-01).** The post is permanent. General

Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- **10** in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 35 years.** **ESSENTIAL QUALIFICATIONS: EDUCATIONAL: (a) (i)** Master Degree in Physics from a recognized University or Institute; and **(ii) one** year practical experience in Non-destructive /metallographic techniques as employed in Testing / evaluation / failure investigation of materials **OR (b) (i)** Bachelor of Engineering or Bachelor of Technology in Electrical Engineering / Mechanical Engineering / Metallurgy from a recognized University or Institute; and **(ii) two** years practical experience in Non-destructive /metallographic techniques as employed in testing / evaluation / failure investigation of materials. **DESIRABLE: (i)** Site Incharge Certificate of Radiation from Bhaba Atomic Research Centre level or I/II/III in one or more of non-destructive testing methods from any recognized Society / Institute. **(ii)** Knowledge of welding technology. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** Scientist 'B' (Non-Destructive) is overall in-charge of Non- destructive discipline. He scrutinizes the test requests/forwarding letters, allocates the samples to the Scientific Officer and Scientific Assistant, supervises & sorts out the technical / administrative problems. Checks the draft test certificates and signs the final test certificate. Initiates all purchases cases & assists Scientist 'C' in all technical/purchase / administrative matters. **HQ:** Kolkata. Candidate is liable to serve anywhere in India in NTH's Regional Offices.

**5. (Vacancy No. 23010105614) One vacancy for the post of Scientific Officer (Electrical) in National Test House, Department of Consumer Affairs, Ministry of Consumer Affairs, Food & Public Distribution (OBC-01).** The post is permanent. General Central Service Group-"B" Gazetted, Non-Ministerial. **Pay Scale:** Level- **08** in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 33\*\* years.** **ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Master's Degree in Physics or Degree in Electrical Engineering or Degree in Electrical and Electronics Engineering or Electronics and Telecommunication Engineering from a recognized University or Institute. **(B) EXPERIENCE:** One year's experience in advanced electrical or electronics measurements in a Laboratory or one year's experience in the field of testing and development of Electrical Stores like motors or switchgears or Lamp and Photometry or Batteries or Cables or Electrical Accessories etc or experience calibration of Electrical measuring instruments and equipment's as per Indian Standard or International Standardization Organization or International Electro technical Commission Norms. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** The responsibilities of Scientific Officer include testing & evaluation of concerned laboratory samples and Scientific Officer will work in connection with the Development of Testing methods for these materials. Scientific Officer will also be responsible for performing the day to day work of Scientist B in his absence including issuing the samples to Scientific Assistant & Signing the fair Test Certificate. **HQ:** Kolkata. Candidate is liable to serve anywhere in India. **Any Other Condition:** Mandatory Induction Training of two to four weeks as devised and sponsored by the National Test House in the field of duties & responsibilities of the post as part of probation.

**6. (Vacancy No. 23010106614) One vacancy for the post of Fisheries Research Investigation Officer, Department of Fisheries, Ministry of Fisheries, Animal Husbandry**

**and Diarying (ST-01).** The vacancy is suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Blind (**B**) or Low Vision (**LV**), Deaf and Hard of Hearing with disability i.e. Deaf (**D**) or Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both arms affected (**BA**) or One leg affected (R or L) (**OL**) or One arm affected (R or L) (**OA**) or Cerebral Palsy (**CP**) or Leprosy Cured (**LC**) or Dwarfism (**DW**) or Acid Attack Victims (**AAV**), Autism, Intellectual Disability, Specific Learning Disability and Mental Illness with disability i.e. Mental Illness (**MI**), Multiple disabilities (**MD**) i.e. at least two disabilities from the categories of the disabilities indicated above. The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- 10 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 40\*\* years.** **ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Masters Degree in Zoology with specialization in Fisheries or M.F.Sc or M.Sc in Marine Biology or M.Sc in Industrial Fisheries or M.Sc in Aquaculture or M.Sc in Fisheries Science from a recognized University or Institute. **(B) EXPERIENCE:** Three years experience in the field of Fisheries development including policy and planning formulation and technical evaluation of plan schemes, their monitoring and implementation and handling parliamentary matter from a Central or State Government Department or Public Sector Undertaking or recognized Research Institute or Semi Government or Statutory or Autonomous Organization. **NOTE-I:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **NOTE-II:** The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing in the case of candidates belonging to the Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from this community possessing the requisite experience are not likely to be available to fill up the vacancy reserved for them. **DUTIES:** (i) To examine and process the proposal received for release of funds under various scheme of inland fisheries aquaculture etc. (ii) To examine the proposal for grant of letter of permission for deep sea vessels. (iii) To process the matters regarding international cooperation related with Fisheries. **HQ:** New Delhi.

**7. (Vacancy No. 23010107414) Six vacancies for the post of Assistant Director of Census Operations (Technical) in Office of the Registrar General, India, Ministry of Home Affairs (SC-01, ST-01, OBC-02, UR-02) (PwBD-01)\*.** \*Of the six vacancies, one vacancy is reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision (**LV**). The vacancies are also suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision (**LV**), Deaf and Hard of Hearing with disability i.e. Deaf (**D**) or Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both legs affected but not arms (**BL**) or One leg affected (R or L) (**OL**) or One arm affected (R or L) (**OA**) or One leg and One arm affected (**OLA**), Multiple disabilities (**MD**) i.e. at least two disabilities from the categories of the disabilities indicated above. The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- 10 in the

Pay Matrix as per 7<sup>th</sup> CPC. **Age: 35 years. ESSENTIAL QUALIFICATIONS:**  
**EDUCATIONAL:** Master's Degree in Statistics or Operational Research or Population Sciences or Demography or Mathematical Statistics or Applied Statistics from a recognized University or Institute. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** (i) Planning/execution of statistical jobs related to population census, SRS, CRS, NPR etc. and other schemes/projects taken up by this office. (ii) Assist in finalization of agenda notes/proceedings of the meetings, workshops, seminars and conferences organised by this office. (iii) Impart training to the field officers and the Master Trainers during census operation and other schemes and projects like SRS/CRS/NPR etc. (iv) Field work relating to Census Operations and other schemes/project and providing technical guidance on matters. (v) Monitoring the progress of the work relating to processing of data collected during Census Operations and field work of various other schemes/projects. **HQ:** Office of the Registrar General, India, New Delhi; but liable to serve anywhere in India.

**8. (Vacancy No. 23010108614) Four vacancies for the post of Assistant Director (IT) in Office of the Registrar General & Census Commissioner of India, Ministry of Home Affairs (OBC-01, EWS-01, UR-02).** The vacancies are suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision (**LV**), Deaf and Hard of Hearing with disability i.e. Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both legs affected but not arms (**BL**) or One leg affected (R or L) (**OL**) or One arm affected (R or L) (**OA**) or One leg and One arm affected (**OLA**) or Cerebral Palsy (**CP**) or Leprosy Cured (**LC**) or Dwarfism (**DW**) or Acid Attack Victims (**AAV**), Autism, Intellectual Disability, Specific Learning Disability and Mental Illness with disability i.e. Specific Learning Disability (**SLD**) or Mental Illness (**MI**), Multiple disabilities (**MD**) i.e. at least two disabilities from the categories of the disabilities indicated above. The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level-10 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 35 years. ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Master Degree in Computer Applications or Information Technology or Computer Science or Software Engineering from a recognized University or Institute; **OR** Bachelor of Engineering or Bachelor of Technology in Computer Engineering or Computer Science or Computer Technology or Computer Science and Engineering or Software Engineering or Information Technology or Electronics Engineering or Electronics and Communication Engineering from a recognized University or Institute. **(B) EXPERIENCE:** Three years experience in electronic data processing or experience of actual computer programming or software development or data base management system or web designing or networking or organizing computerized information storage and retrieval system or data security. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** (i) Planning execution of regular data backup and its management. (ii) To assist in system(design/architect)/Programming/software development for the local needs of the Directorate/ORGI. (iii) To assist in developing the tools for data dissemination, preparation of web pages/network and data security etc. (iv) Ensuring the proper backup and retrieval of

images and data on suitable media. **HQ:** Office of Registrar General, India, New Delhi but liable to serve anywhere in India.

**9. (Vacancy No. 23010109214) One vacancy for the post of Scientist 'B' (Toxicology) in Central Forensic Science Laboratory, Directorate of Forensic Science Services, Ministry of Home Affairs (UR-01).** The vacancy is suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Blind (**B**) or Low Vision (**LV**), Deaf and Hard of Hearing with disability i.e. Deaf (**D**) or Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both legs affected but not arms (**BL**) or One leg affected (R or L) (**OL**) or One arm affected (R or L) (**OA**) or One leg and One arm affected (**OLA**) or Leprosy Cured (**LC**) or Dwarfism (**DW**) or Acid Attack Victims (**AAV**). The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- 10 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 35 years. ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Master Degree in Chemistry or Biochemistry or Pharmacology or Pharmacy or Forensic Science with Chemistry as one of the subjects during all the three years of bachelor of Science from a recognised University or institute. **(B) EXPERIENCE:** Three years experience of analytical methods and research therein in the field of Toxicology from a government recognised organization or institution. **DESIRABLE:** One year experience of working in a Forensic Science Laboratory under the Central or State Government or Union Territory administration after obtaining the minimum prescribed educational qualifications. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** Crime Case Examination, giving evidences in the Court of Law, Crime Scene Examination, providing guidance to the junior scientific staff for case analysis, R&D activities on Forensic Science and imparting training in the respective field of forensic specialization to the trainees from different investigating agencies / forensic science labs and other organizations. **HQ:** New Delhi with Laboratories at Chandigarh, Kolkata, Hyderabad, Pune, Kamrup (Assam) & Bhopal. In connection with performing the duties, the officer may be required to serve in any part of India. **Any Other Condition: (i)** Leprosy Cured persons are suitable for the post of Scientist 'B' (Toxicology) in CFSLs subject to the condition that their upper limbs are functioning normally. **(ii)** Acid attack victims are suitable for the post of Scientist 'B' (Toxicology) in CFSLs provided that their vision and hearing have not been impaired.

**10. (Vacancy No. 23010110514) Nine vacancies for the post of Scientist 'B' (Civil Engineering) in Central Soil and Materials Research Station, New Delhi, Department of Water Resources, River Development & Ganga Rejuvenation, Ministry of Jal Shakti (SC-02, ST-02, OBC-01, EWS-01, UR-03) (PwBD-01)\*.** \*Of the nine vacancies, one vacancy is reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Deaf and Hard of Hearing with disability i.e. Hard of Hearing (**HH**). The vacancies are also suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision (**LV**), Deaf and Hard of Hearing with disability i.e. Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims

and Muscular Dystrophy with disability i.e. One leg affected (R or L) **(OL)** or One arm affected (R or L) **(OA)** or Leprosy Cured **(LC)** or Dwarfism **(DW)** or Acid Attack Victims **(AAV)**. The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- 10 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 35 years.** **ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Bachelor's Degree in Civil Engineering from a recognised University or Institute. **(B) EXPERIENCE:** Possessing three year's experience in Civil Engineering. **NOTE-I:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **NOTE-II:** The qualification(s) regarding experience are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities community possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them. **DUTIES:** Material survey, collection of rock, soil and aggregates samples and geotechnical data from project sites; conducting lab test, compilation, and preparation of report, formulation of project proposal, evaluation of DPR and handling of self-sponsored R&D projects, technical evaluation of design parameters of hydro structures. Undertake all work as assigned by Scientist D/Scientist C/Senior Officers from time to time. **HQ:** Central Soil and Materials Research Station, New Delhi, with All India Service Liability.

**11. (Vacancy No. 23010111414) Seventy-six vacancies for the post of Junior Translation Officer in Employees' State Insurance Corporation, Ministry of Labour & Employment (SC-08, ST-07, OBC-20, EWS-05, UR-36) (PwBD-03)\*.** \*Of the seventy-six vacancies, three vacancies are reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD). \*Of the three vacancies reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD), two vacancies are reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision **(LV)** and remaining one vacancy is reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Deaf and Hard of Hearing with disability i.e. Deaf **(D)** or Hard of Hearing **(HH)**. The vacancies are also suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision **(LV)**, Deaf and Hard of Hearing with disability i.e. Deaf **(D)** or Hard of Hearing **(HH)**, Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both legs affected but not arms **(BL)** or One leg affected (R or L) **(OL)** or One arm affected (R or L) **(OA)** or One leg and One arm affected **(OLA)** or Cerebral Palsy **(CP)** or Leprosy Cured **(LC)** or Dwarfism **(DW)** or Acid Attack Victims **(AAV)** or Muscular Dystrophy **(MDy)**, Autism, Intellectual Disability, Specific Learning Disability and Mental Illness with disability i.e. Autism Spectrum Disorder **(ASD)** (**M = Mild, MoD = Moderate**) or Specific Learning Disability **(SLD)** or Mental Illness **(MI)**, Multiple disabilities **(MD)** i.e. at least two disabilities from the categories of the disabilities indicated above. The post is permanent. Group- "B" Non-Gazetted, Non-Ministerial. **Pay Scale:** Level- 06 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 30 years.** **ESSENTIAL QUALIFICATIONS: EDUCATIONAL: (I)** Master's degree of a recognized University in Hindi with English as a compulsory

or elective subject or as the medium of examination at the degree level; **OR** Master's degree of a recognized University in English with Hindi as a compulsory or elective subject or as the medium of examination at the degree level; **OR** Master's degree of a recognized University in any subject other than Hindi or English, with Hindi Medium and English as a compulsory or elective subject or as the medium of examination at the degree level; **OR** Master's degree of a recognized University in any subject other than Hindi or English, with English Medium and Hindi as a compulsory or elective subject or as the medium of examination at the degree level; **OR** Master's degree of a recognized University in any subject other than Hindi or English, with Hindi and English as a compulsory or elective subject or either of the two as a medium of examination and the other as a compulsory or elective subject at the degree level; and (II) Recognized Diploma or Certificate course in translation from Hindi to English and vice versa or two years' experience of translation work from Hindi to English and vice versa in Central Government or State Government office including Government of India undertaking. **NOTE-I:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **NOTE-II:** The qualification(s) regarding experience is/are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing in the case of candidates belonging to the Scheduled Castes or the Scheduled Tribes, if at any stage of selection the Union Public Service Commission is of the opinion that sufficient number of candidates from these communities possessing the requisite experience are not likely to be available to fill up the vacancies reserved for them. **DUTIES:** (i) To translate in Hindi to English and English to Hindi of all translation material in the branch. (ii) To assist the Assistant Director/Deputy Director (Official Language) when posted at Hqrs. Office. (iii) Perform all the works assigned by Director/Joint Director/Deputy Director/Assistant Director (Official Language) in the Regional Office/Sub Regional Office/Hospitals etc. **HQ:** ESI Corporation, Panchdeep Bhawan, C.I.G Marg, New Delhi with All India Service Liability.

**12. (Vacancy No. 23010112214) Three vacancies for the post of Deputy Legislative Counsel (Hindi Branch) in Official Languages Wing, Legislative Department, Ministry of Law and Justice (OBC-01, EWS-01, UR-01) (PwBD-01)\*. \*Of the three vacancies, one vacancy is reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both legs affected but not arms (BL) or One leg affected (R or L) (OL) or One arm affected (R or L) (OA) or One leg and One arm affected (OLA) or Cerebral Palsy (CP) or Leprosy Cured (LC) or Dwarfism (DW) or Acid Attack Victims (AAV) and Muscular Dystrophy (MDy). The vacancies are also suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Blind (B) or Low Vision (LV), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both legs affected but not arms (BL) or One leg affected (R or L) (OL) or One arm affected (R or L) (OA) or One leg and One arm affected (OLA) or Cerebral Palsy (CP) or Leprosy Cured (LC) or Dwarfism (DW) or Acid Attack Victims (AAV) or Muscular Dystrophy (MDy), Autism, Intellectual Disability, Specific Learning Disability**

and Mental Illness with disability i.e. Specific Learning Disability (**SLD**), Multiple disabilities (**MD**) i.e. at least two disabilities from the categories of the disabilities indicated above. The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- 12 in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 50 years.** **ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL: (a) (i)** Masters Degree in Law from a recognised University or Institution; and **(ii)** Passed Secondary School Examination or any higher examination from a recognised Board or University or Institution through Hindi medium or had offered Hindi as a subject in Secondary School Examination or any higher examination from a recognised Board or University or any institution or foreign University approved by the Central Government **OR (b) (i)** Bachelors Degree in Law from a recognised University or Institution; and **(ii)** Passed Secondary School Examination or any higher examination from a recognised Board or University or Institution through Hindi medium or had offered Hindi as a subject in Secondary School Examination or any higher examination from a recognised Board or University or any institution or foreign University approved by the Central Government **(B) EXPERIENCE: (a) For LLM Degree holders:-** (i). a member of State Judicial Service for a period of eight years; or (ii) a Central or State or Union territory Government servant or an executive or officer in a Public Sector Undertaking or Statutory Body or Autonomous Body, who has experience in legal affairs for eight years; or (iii) a qualified legal practitioner who has practised as such for eight years; or (iv) a teacher of law for eight years in a recognised institution; or (v) eight years experience of translation into Hindi of statutes, statutory rules and orders in the Central Government or State Government or Union territory administration; or (vi) eight years experience of drafting of statutes in the Central Government or State Government or Union territory; **OR (b) For LLB Degree holders:-** (i) a member of State Judicial Service for a period of ten years; or (ii) a Central or State or Union territory Government servant or an executive or officer in a Public Sector Undertaking or Statutory Body or Autonomous Body, who has experience in legal affairs for ten years; or (iii) a qualified legal practitioner who has practised as such for ten years; or (iv) a teacher of law for ten years in a recognised institution; or (v) ten years experience of translation into Hindi of statutes, statutory rules and orders in the Central Government or State Government or Union territory administration; or (vi) ten years experience of drafting of statutes in the Central Government or the State Government or Union territory. **Note 1:** The expression qualified legal practitioner used in the essential qualifications means a person who is an advocate or a pleader and has practised as such for eight years in case of Masters Degree in Law or ten years in case of Bachelors Degree in Law. **Note 2:** The term experience in Legal Affairs means holding of a substantive legal post under the Government or Public Sector Undertaking or Statutory Body or Autonomous Body for which Bachelors Degree in Law degree is a prerequisite or essential qualification for recruitment. **DESIRABLE:** (i) Bachelors degree from a recognised University or Institution with Hindi as a subject or medium at degree level. (ii) Five years experience of legislative drafting in Hindi in Central or State Government or Union territory administration. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** Preparation of authenticated translation of Central Statutes, Statutory Rules Regulations etc. in Hindi and give general assistance to Joint Secretary and Legislative Counsel (Hindi Branch) of Official Languages Wing. **HQ:** New Delhi.

**13. (Vacancy No. 23010113614) Four vacancies for the post of Assistant Engineer Grade-I in Geological Survey of India, Ministry of Mines (OBC-01, UR-03)(PwBD-01)\*.** \*Of the four vacancies, one vacancy is reserved for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision (**LV**). The vacancies are also suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Blindness and Low Vision with disability i.e. Low Vision (**LV**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Leprosy Cured (**LC**) or Dwarfism (**DW**) or Acid Attack Victims (**AAV**). The post is permanent. General Central Service Group- "B" Gazetted, Non-Ministerial. **Pay Scale:** Level- **08** in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 30 years. ESSENTIAL QUALIFICATIONS: EDUCATIONAL:** Bachelor of Engineering or Associate Member of Institution of Engineers (AMIE)\* or Engineering Degree in Mining, or Mechanical or Drilling from a recognized University or Institute. (\*Only those students who were enrolled with Institutions with permanent recognition up to 31.05.2013 would be eligible.) **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** (i) Full administrative and technical control of drill unit as a camp-in-charge. (ii) Judicious utilization and maintenance, repair and upkeep of machinery and vehicle, road tax payment, fitness certificate and initiate indent for vehicle spares etc. (iii) Supervision and planning of drilling operation, raising of indents and maintenance of stores and accounts. (iv) Provisioning of POL, bits, mud etc. (v) Survey reports for un-serviceable stores. (vi) Submission of drilling reports/returns to HQ. (vii) Liaison with field Geologist and local authorities for borehole allotment/closure, logging etc. **HQ:** Kolkata with All India Service Liability. **Any Other Condition:** Every appointee on his/her 1<sup>st</sup> appointment in Geological Survey of India shall have to successfully complete the induction or orientation training conducted by Geological Survey of India Training Institute Hyderabad and execute a surety bond of Rs. Three lakhs where he/she has to serve GSI for three years continuously from the date of successful completion of the induction training.

**14. (Vacancy No. 23010114614) Two vacancies for the post of Senior Scientific Officer, Department of Environment, Government of National Capital Territory of Delhi (OBC-01, UR-01).** The vacancies are suitable for candidates belonging to category of Persons with Benchmark Disability (PwBD) viz. Deaf and Hard of Hearing with disability i.e. Hard of Hearing (**HH**), Locomotor Disability including Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victims and Muscular Dystrophy with disability i.e. Both legs affected but not arms (**BL**) or One leg affected (R or L) (**OL**) or One arm affected (R or L) (**OA**) or Cerebral Palsy (**CP**) or Leprosy Cured (**LC**) or Dwarfism (**DW**) or Acid Attack Victims (**AAV**) or Muscular Dystrophy (**MDy**). The post is permanent. General Central Service Group- "A" Gazetted, Non-Ministerial. **Pay Scale:** Level- **11** in the Pay Matrix as per 7<sup>th</sup> CPC. **Age: 40 years. ESSENTIAL QUALIFICATIONS: (A) EDUCATIONAL:** Master's Degree in Environmental Engineering from a recognized University **OR** Doctorate degree in one of the \***Natural Sciences** from a recognized University. (\***Natural sciences** means pure or applied in Physics/ Chemistry/Biology(Botany/Zoology) **OR** Master's degree in Environmental Sciences followed by M.Phil/Ph.D in Environmental Sciences from a recognized University. **(B) EXPERIENCE:** Five years experience in teaching/research in an

educational / research organization and/or administrative experience in the field of environment. **DESIRABLE:** Experience in Planning, design and execution of projects relating to environment. **NOTE:** The Qualifications are relaxable at the discretion of the Union Public Service Commission, for reasons to be recorded in writing, in the case of candidates otherwise well qualified. **DUTIES:** Co-ordination action for Conservation, protection and preservation of environment, policy intervention for prevention of control of pollution, enforcement and coordination for implementation of Environment (Protection) Act 1986, Air Act 1981, Water Act 1974 and rules notification made there under/waste management, Environmental Impact Assessment, climate change, implementation of plan schemes, other environment related issues, assembly and parliament matter, environment data base generation and miscellaneous like RTI, PGMS etc. **HQ:** New Delhi. **Any Other Condition:** Reservation under OBC category will be provided only to those candidates who submit OBC certificates issued by Govt. of NCT of Delhi. Candidates who submit OBC certificate issued by other States/UTs will be considered as General/Unreserved candidates against General/Unreserved vacancies.

<b>(IMPORTANT)</b>
ONLINE RECRUITMENT APPLICATIONS (ORA) ARE INVITED FOR DIRECT RECRUITMENT BY SELECTION THROUGH WEBSITE <a href="http://www.upsconline.nic.in">http://www.upsconline.nic.in</a> TO THE ABOVE POSTS FROM <b>14-01-2023</b> .
CLOSING DATE FOR SUBMISSION OF ONLINE RECRUITMENT APPLICATION (ORA) THROUGH ORA WEBSITE IS <b>23:59 HRS ON 02.02.2023</b> .
THE LAST DATE FOR PRINTING OF COMPLETELY SUBMITTED ONLINE APPLICATION IS UPTO <b>23:59 HRS ON 03.02.2023</b> .
DATE FOR DETERMINING THE ELIGIBILITY OF ALL CANDIDATES IN EVERY RESPECT SHALL BE THE PRESCRIBED CLOSING DATE FOR SUBMISISON OF ONLINE RECRUITMENT APPLICATION (ORA). THE APPLICANTS ARE ADVISED TO FILL IN ALL THEIR PARTICULARS IN THE ONLINE RECRUITMENT APPLICATION CAREFULLY AS SUBMISSION OF WRONG INFORMATION MAY LEAD TO REJECTION THROUGH COMPUTER BASED SHORTLISTING APART FROM DEBARMENT BY THE COMMISSION.
DATE FOR THE INTERVIEW ON WHICH THE SHORTLISTED CANDIDATES ARE REQUIRED TO BRING THE PRINTOUT OF THEIR ONLINE APPLICATION ALONGWITH OTHER DOCUMENTS AT UPSC SHALL BE INTIMATED SEPARATELY.

**\* Persons with Benchmark Disabilities.**

**NOTES:**

a) Candidates are requested to apply only Online against this advertisement on the Online Recruitment Application (ORA) website <http://www.upsconline.nic.in> and NOT write to the Commission for Application forms. They are also requested to go through carefully the details of posts and instructions published below as well as on the website <http://www.upsconline.nic.in>.

b) \*\* The age limit shown against item No. 6 is the relaxed age limit for Scheduled Tribes Candidates. \*\* The age limit shown against item No. 5 is the relaxed age limit for Other Backward Classes Candidates. The age limit shown against all items is the normal age limit and the age is relaxable for SC/ST candidates upto 5 years and upto 3 years for OBC candidates in respect of vacancies reserved for them. SC/ST/OBC candidates have to produce a caste certificate in prescribed proforma. **Age limit is relaxable for Employees of the Employees' State Insurance Corporation upto 5 years for the vacancies at Item No. 11 pertaining to Employees' State Insurance Corporation.** For age concession applicable to other categories of applicants please see relevant paras of the "Instructions and Additional Information to Candidates for Recruitment by Selection".

c) A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidates belong is included in the list of reserved communities issued by the Central Government. If a candidate indicates in his/her application form that he/she belongs to SC/ST/OBC/General category but subsequently writes to the Commission to change his/her category, such request shall not be entertained by the Commission.

d) Persons with Benchmark Disabilities (PwBD), as indicated against various item(s) in the VACANCY DETAILS, can apply to the respective posts even if the post is not reserved for them but has been identified as Suitable. However, such candidates will be considered for selection to such post by general standard of merit. Persons suffering from not less than 40% of relevant disability shall alone be eligible for the benefit of reservation and other relaxations as permissible under the rules. Thus, Persons with Benchmark Disabilities (PwBD) persons can avail benefit of:

i) Reservation and other Concessions & Relaxations as permissible under the rules only when degree of physical disability is 40% or more and the posts are reserved for PwBD candidates.

ii) Other Concessions & Relaxations as permissible under the rules only when degree of physical disability is 40% or more and the posts are suitable for PwBD candidates.

e) In cases, where sufficient number of eligible Persons with Benchmark Disabilities (PwBD) candidates are not available for interview for posts exclusively reserved and identified suitable for them, the experience qualification may be relaxed (upto 50 % ) so as to get adequate number of candidates as per laid down norms. This applies to years of experience and not the nature of experience.

f) **HEADQUARTERS:** At places specifically stated against certain posts, otherwise anywhere in India.

g) **PROBATION:** The persons selected will be appointed on probation as per rule.

## **INSTRUCTIONS AND ADDITIONAL INFORMATION TO CANDIDATES FOR RECRUITMENT BY SELECTION**

### **1. CITIZENSHIP:**

A Candidate must be either:

- (a) a citizen of India, or
- (b) a subject of Nepal, or
- (c) a subject of Bhutan, or
- (d) a Tibetan refugee who came over to India before 1<sup>st</sup> January, 1962 with the intention of permanently settling in India, or
- (e) a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka or East African countries of Kenya, Uganda, the United Republic of Tanzania(formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India. Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

**NOTE** The application of a candidate in whose case a certificate of eligibility is necessary, may be considered by the Commission and, if recommended for appointment, the candidate may also be provisionally appointed subject to the necessary certificate being issued in his favour by the Government of India.

2. **AGE LIMITS:** The age limit for the post has been given in the advertisement. For certain age concessions admissible to various categories please go through the instruction regarding Concessions & Relaxations.

3. **MINIMUM ESSENTIAL QUALIFICATIONS:** All applicants must fulfill the essential requirements of the post and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying that they possess at least the essential qualifications laid down for various posts. No enquiry asking for advice as to eligibility will be entertained.

**NOTE-I:** The prescribed essential qualifications are the minimum and the mere possession of the same does not entitle candidates to be called for interview.

**NOTE-II:** IN THE EVENT OF NUMBER OF APPLICATIONS BEING LARGE, COMMISSION WILL ADOPT SHORT LISTING CRITERIA TO RESTRICT THE NUMBER OF CANDIDATES TO BE CALLED FOR INTERVIEW TO A REASONABLE NUMBER BY ANY OR MORE OF THE FOLLOWING METHODS:

- (a) "On the basis of Desirable Qualification (DQ) or any one or all of the DQs if more than one DQ is prescribed".
  - (b) On the basis of higher educational qualifications than the minimum prescribed in the advertisement.
  - (c) On the basis of higher experience in the relevant field than the minimum prescribed in the advertisement.
  - (d) By counting experience before or after the acquisition of essential qualifications.
  - (e) By invoking experience even in cases where there is no experience mentioned either as Essential Qualification (EQ) or as Desirable Qualification (DQ).
- (f) By holding a Recruitment Test. Generally, weightage in the ratio of 75:25 is accorded for marks in Recruitment Test and for marks in interview in determining final merit.

**THE CANDIDATE SHOULD, THEREFORE, MENTION ALL HIS/HER QUALIFICATIONS AND EXPERIENCE IN THE RELEVANT FIELD OVER AND ABOVE THE MINIMUM QUALIFICATIONS.**

**NOTE-III:-**

<b>IMPORTANT</b>
(i) The category-wise minimum level of suitability in interviews, irrespective of whether the selection is made only by interview or by Recruitment Test followed by interview, will be UR/EWS-50 marks, OBC-45 marks, SC/ST/PwBD-40 marks, out of the total marks of interview being 100.
(ii) In cases where selection is made by Recruitment Test (RT) followed by interview, the candidate will have to achieve minimum level of suitability in their respective category at Interview stage.

**4. APPLICATION FEE:**

- (a) Candidates are required to pay a fee of Rs. 25/- (Rupees Twenty five) only either by remitting the money in any branch of the SBI by cash or by using net banking facility of the SBI or by using visa/master credit/debit card.
- (b) No fee for SC/ST/PwBD/Women candidates of any community. No "fee exemption" is available to Gen/OBC/EWS male candidates and they are required to pay the full prescribed fee.
- (c) Applications without the prescribed fee would not be considered and summarily rejected. No representation against such rejection would be entertained.
- (d) **Fee once paid shall not be refunded under any circumstance nor can the fee be held in reserve for any other examination or selection.**

**5. CONCESSIONS & RELAXATIONS:**

- (a) **The upper age limit in case of Ex-Servicemen and Commissioned Officers including ECOs/SSCOs shall be relaxed by five years subject to the condition that on**

the closing date for receipt of applications the continuous service rendered in the Armed Forces by an Ex-Serviceman is not less than six months after attestation. This relaxation is also available to ECOs/SSCOs who have completed their initial period of assignment of five years of Military Service and whose assignment has been extended beyond five years as on closing date and in whose case the Ministry of Defence issues certificates that they will be released within 3 months on selection from the date of receipt of offer of appointment. Candidates claiming age relaxation under this para would be required to produce a certificate in the prescribed proforma to the Commission.

**NOTE:** Ex Servicemen who have already secured regular employment under the Central Government, in a Civil Post are permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the Central Government. However, such candidates will not be eligible for the benefit of reservation, if any for Ex-Servicemen in Central Government. jobs.

(b) **In order to qualify for the concession under (a) above**, candidates concerned would be required to produce a certificate that they have been released from the Defence Forces. The certificate for Ex-Servicemen and Commissioned Officers including ECOs/SSCOs should be signed by the appropriate authorities specified below and should also specify the period of service in the Defence Forces:-

(i) In case of Commissioned Officers including ECOs/SSCOs:

Army: Directorate of Personnel Service, Army Headquarters, New Delhi.

Navy: Directorate of Personnel Services Naval Headquarters, New Delhi.

Air Force: Directorate of Personnel Services, Air Headquarters, New Delhi.

(ii) In case of JCOs/ORs and equivalent of the Navy and Air Forces:

Army: By various Regimental Record Offices.

Navy: Naval Records, Bombay

Air Force: Air Force Records, New Delhi.

(c) **Age relaxation for Central Government employees:**

The upper age limit is relaxable for Central/U.T. Government. Servants up to 5 years as per instructions issued by the Government. of India from time to time. (This implies that Scheduled Castes/Schedules Tribes category candidates would get maximum 10 years age relaxation including 5 years age relaxation meant for their respective categories. Similarly OBC candidates would get maximum upto 8 years including 3 years age relaxation meant for OBC category). This relaxation will be admissible to Government servants with 3 years continuous service in Central Government and working in posts which are in the same line or allied cadre and where a relation could be established that the service already rendered in that particular post will be useful for the efficient discharge of the duties of the post to which recruitment is being made. Decision in this regard will rest with the Commission. A candidate claiming to belong to the category of Central Government servant and thus seeking age relaxation under this para would be required to produce a Certificate in the prescribed proforma **issued after the date of advertisement** from his/her Employer on the Office letter head to the effect that he/she is a

regularly appointed Central Government Servant and not on casual/adhoc/daily wages/hourly paid/contract basis employee.

**(d) Age relaxation to Persons with Benchmark Disabilities (PwBD):**

i) Age relaxation of 10 years (This implies that Scheduled Castes/Schedules Tribes category candidates would get maximum 15 years age relaxation including 5 years meant for their respective categories. Similarly OBC candidates would get maximum upto 13 years including 3 years age relaxation meant for OBC category) in upper age limit shall be allowed to persons suffering from (a) blindness and low vision, (b) deaf and hard of hearing (c) locomotor disability including cerebral palsy, Leprosy Cured, Dwarfism, Acid Attack Victims & Muscular Dystrophy, (d) Autism, intellectual disability, specific learning disability and mental illness, (e) Multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities in case of direct recruitment to all civil posts/services under the Central Government identified suitable to be held by persons with such disabilities, subject to the condition that maximum age of the applicant on the closing date shall not exceed 56 years. The age concession to the persons with disabilities shall be admissible irrespective of whether the post is reserved for persons with disabilities or not, provided the post is identified suitable for the relevant category of disability.

ii) Relaxation of age limit would be permissible to such persons who have a minimum of 40% disability.

iii) If a person with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.

iv) The above provisions will not be applicable to a post/service for which other specific provision regarding age relaxation is made by notification.

v) The definition of different categories of disabilities, for the purpose of age relaxation, will be same as given in the Schedule {Clause (22) of Section 2} of the Act "The Rights of persons with Disabilities Act, 2016.

(e) Facility of scribe for candidates appearing in RTs/CBRTs to Persons with Benchmark Disabilities (PwBD):

Persons with Benchmark Disabilities in the categories of blindness, locomotor disability (both arm affected-BA) and cerebral palsy will be provided the facility of scribe if desired by the person. In case of other categories of Persons with Benchmark Disabilities as defined under Section 2 (r) of the RPWD Act, 2016, the facility of scribe will be provided on production of a certificate to the effect that the person concerned has physical limitation to write and scribe is essential to write on his/her behalf, from the Chief Medical Officer/Civil Surgeon/Medical Superintendent of a Government Health Care Institution as per proforma available under segment 'Recruitment' followed by the Forms of Certificates ([www.upsc.gov.in/recruitment/forms](http://www.upsc.gov.in/recruitment/forms) for certificate), on Commission's Website, Candidates have discretion of opting for his/her own scribe or request the Commission for the same. The details of the scribe i.e. whether own or the Commission's and details of the scribe (in case the candidate is bringing his/her own scribe), will be sought at the time of filling the application form online. The qualification of the scribe should not be more than the minimum qualifications required for the post.

## 6. (A) HOW TO APPLY:

- i) Candidates must apply online through the website <http://www.upsconline.nic.in>. Applications received through any other mode would not be accepted and summarily rejected.
- ii) Candidates must upload the documents/certificates in support of all the claims made by them in the application like, Date of Birth, Experience (preferably in prescribed format), Desirable Qualification(s) etc. or any other information, separately against each claim in pdf file in such a way that the file size does not exceed 1 MB for the respective aforesaid modules and 2 MB for the "UPLOAD OTHER DOCUMENT" module and is legible when a printout taken. For that purpose, the applicant may scan the documents/certificates in 200 dpi grey scale. Documents like Pay Slip, Resume, Appointment Letter, Relieving Letter, Un-signed Experience Certificate etc. must not be uploaded in the Document Upload Module:-
  - a) Matriculation/10th Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10th Standard or equivalent issued by Central/State Board indicating Date of Birth in support of claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating Date of Birth (in case of Tamil Nadu & Kerala).
  - b) Degree/Diploma certificate as proof of educational qualification claimed. In the absence of Degree/Diploma certificate, provisional certificate along with mark sheets pertaining to all the academic years.
  - c) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement.
  - d) Certificate(s) in the prescribed proforma from the Head(s) of Organization(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s). Experience Certificate should be issued in prescribed format relevant to the post. Experience certificate not in prescribed proforma but containing all the details as mentioned above would be considered on merits by the Commission.
  - e) Caste certificate by candidate seeking reservation as SC/ ST/ OBC, in the prescribed proforma from the competent authority indicating clearly the candidate's Caste, the Act/ Order under which the Caste is recognized as SC/ ST/ OBC and the village/ town the candidate is ordinarily a resident of.
  - f) A declaration in the prescribed format by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer on the crucial date, in addition to the community certificate (OBC). Unless specified otherwise, the prescribed closing date for receipt of Online Recruitment Application for the post is to be treated as crucial date.
  - g) Certificate of Disability in prescribed proforma issued by the competent authority to Persons with Benchmark Disabilities (PwBD) eligible for appointment to the post on the basis of prescribed standards of Medical Fitness. The Competent Authority to issue Certificate of Disability shall be a Medical Board duly constituted by the Central or a State Government. The

Central/ State Government may constitute Medical Board(s) consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing Locomotor/ Cerebral / Visual / Hearing disability, as the case may be.

h) Documentary support for any other claim(s) made.

**Note:** If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be uploaded.

iii) **IMPORTANT** : CANDIDATES ARE ADVISED TO FILL THEIR CORRECT AND ACTIVE E-MAIL ADDRESSES IN THE ONLINE APPLICATION AS ALL CORRESPONDENCE WILL BE MADE BY THE COMMISSION THROUGH E-MAIL ONLY. INTERVIEW SCHEDULE AND REQUIREMENTS WITH REGARD TO COPIES OF CERTIFICATES TO BE SUBMITTED IN RESPECT OF CLAIMS MADE IN THE ONLINE APPLICATION WILL BE E-MAILED IN DUE COURSE TO THE CANDIDATES IN THEIR REGISTERED E-MAIL ID AND WILL ALSO BE POSTED ON THE WEBSITE OF THE COMMISSION.

iv) Candidates who wish to apply for more than one post should apply separately for each post and pay the fee for each post in the prescribed manner.

v) After submitting the Online Recruitment Application (ORA), the candidates are required to take out a print out of the finally submitted Online Recruitment Application.

vi) **Candidates are not required to submit to the Commission either by post or by hand the printouts of their online applications or any other document. They will be required to bring along with them the printouts of their online applications and the documents mentioned in para 7 below if called for interview.**

vii) The applicants are advised to submit only single Online Recruitment Application for each post; however, if somehow, if he/she submits multiple Online Recruitment Applications for one post, then he/she must ensure that Online Recruitment Application with the higher "Application Number" is complete in all respects including fee. The applicants, who submit multiple Online Recruitment Applications, should note that only the Online Recruitment Application with higher "Application Number" shall be entertained by the Commission and fee paid against one "Application Number" shall not be adjusted against any other "Application Number".

viii) The candidates are advised to submit the Online Recruitment Application well in advance without waiting for the closing date.

**6 (B) Candidates shortlisted for interview on the basis of the information provided in the online applications submitted by them will be required to send self attested copies of documents/relevant certificates in support of the claims made in the application as and when demanded by the Commission.**

**“WARNING”:**

**CANDIDATES WILL BE SHORT-LISTED FOR INTERVIEW ONLY ON THE BASIS OF THE INFORMATION PROVIDED BY THEM IN THEIR ONLINE APPLICATIONS DOCUMENTS SUBMITTED IN SUPPORT OF THE CLAIM MADE IN THE ONLINE APPLICATION WILL BE EXAMINED ONLY IF THE CANDIDATE IS PRIMA FACIE ELIGIBLE TO BE SHORTLISTED**

**ON THE BASIS OF INFORMATION REGARDING QUALIFICATIONS AND EXPERIENCE CLAIMED IN THE ONLINE APPLICATION, VARIOUS REPORTS AS PER THE ADVERTISEMENT AND MODALITIES AND CRITERIA ADOPTED FOR SHORTLISTING. CANDIDATES MUST ENSURE THAT SUCH INFORMATION IS TRUE. IF AT ANY SUBSEQUENT STAGE OR AT THE TIME OF INTERVIEW ANY INFORMATION GIVEN BY THEM OR ANY CLAIM MADE BY THEM IN THEIR ONLINE APPLICATIONS IS FOUND TO BE FALSE, THEIR CANDIDATURE WILL BE LIABLE TO BE REJECTED AND THEY MAY ALSO BE DEBARRED EITHER PERMANENTLY OR FOR A SPECIFIED PERIOD BY THE :**

- **COMMISSION FROM ANY EXAMINATION OR SELECTION HELD BY THEM.**
- **CENTRAL GOVERNMENT FROM ANY EMPLOYMENT UNDER THEM.**

**7. DOCUMENTS/ CERTIFICATES TO BE PRODUCED AT THE TIME OF INTERVIEW.**

**The printout of the online application and the following Original Documents/ Certificates along with self attested copies and other items specified in the Summon Letter for interview are to be produced at the time of interview, failing which the candidate would not be allowed to appear in the Interview in which case such candidate will not be entitled to receive the Commission's contribution towards travelling expenses:-**

a) Matriculation/10<sup>th</sup> Standard or equivalent certificate indicating date of birth, or mark sheet of Matriculation/10<sup>th</sup> Standard or equivalent issued by Central/State Board indicating Date of Birth in support of their claim of age. Where date of birth is not available in certificate/mark sheets, issued by concerned Educational Boards, School leaving certificate indicating Date of Birth will be considered (in case of Tamil Nadu & Kerala).

b) Degree/Diploma certificate along with marksheets pertaining to all the academic years as proof of educational qualification claimed. In the absence of Degree/Diploma certificate, provisional certificate along with mark sheets pertaining to all the academic years will be accepted.

c) Order/ letter in respect of equivalent Educational Qualifications claimed, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement.

d) Certificate(s) in the prescribed proforma from the Head(s) of Organization(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment (date, month & year) indicating the basic pay and consolidated pay. The certificate(s) should also mention the nature of duties performed/experience obtained in the post(s) with duration(s). Experience Certificate should be issued in prescribed format relevant to the post. Experience certificate not in prescribed proforma but containing all the details as mentioned above would be considered on merits by the Commission.

e) Caste certificate by candidate seeking reservation as SC/ ST/ OBC, in the prescribed proforma from the competent authority indicating clearly the candidate's Caste, the Act/ Order under which the Caste is recognized as SC/ ST/ OBC and the village/ town the candidate is ordinarily a resident of.

f) A declaration in the prescribed format by candidate seeking reservation as OBC, that he/she does not belong to the creamy layer on the crucial date, in addition to the community certificate (OBC). Unless specified otherwise, the prescribed closing date for receipt of Online Recruitment Application for the post is to be treated as crucial date.

g) Certificate of Disability in prescribed proforma issued by the competent authority to Persons with Benchmark Disabilities (PwBD) persons eligible for appointment to the post on the basis of prescribed standards of Medical Fitness. The Competent Authority to issue Certificate of Disability shall be a Medical Board duly constituted by the Central or a State Government. The Central/ State Government may constitute Medical Board(s) consisting of at least three members out of which at least one shall be a specialist in the particular field for assessing Locomotor/ Cerebral / Visual / Hearing disability, as the case may be.

**h) A candidate who claims change in name after matriculation on marriage or remarriage or divorce etc. the following documents shall be submitted:-**

i) **In case of marriage of women** - Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;

ii) **In case of re-marriage of women** - Divorce Deed/Death certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.

iii) **In case of divorce of women** - Certified copy of Divorce Decree and Deed Poll/Affidavit duly sworn before the Oath Commissioner.

iv) **In other circumstances for change of name for both male and female** - Deed Poll/Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspaper in original (One daily newspaper should be of the area of applicants permanent and present address or nearby area) and Gazette Notification.

i) Certificate/ Document in respect of Age relaxation for:

i) Ex-Servicemen and Commissioned Officers including ECOs/SSCOs in prescribed proforma from competent authority.

ii) Central/UT Government Employees/Servants in prescribed proforma from competent authority issued after the date of advertisement.

iii) Persons seeking age relaxation under special provision/ order.

j) Persons already in Regular Government service, whether in permanent or temporary capacity other than casual/adhoc/daily wages/hourly paid/contract basis are however required to submit a declaration that they have informed in writing to their Head of Office/Department that they have applied for the selection.

k) Certificate(s) in respect of claim regarding Professional Registration, Language, Publications, NET, GATE, Conference, Internship.

l) Documentary support for any other claim(s) made.

**NOTE I:** Date of birth mentioned in Online Recruitment Application is final. No subsequent request for change of date of birth will be considered or granted.

**NOTE II:** The period of experience rendered by a candidate on part time basis, daily wages, visiting/ guest faculty will not be counted while calculating the valid experience for short listing the candidates for interview.

**NOTE III:** If any document/ certificate furnished is in a language other than Hindi or English, a transcript of the same duly attested by a Gazetted officer or notary is to be submitted.

**8. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:**

Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding this discrepancy should be submitted.

A candidate who is or has been declared by the Commission to be guilty of:

- a) obtaining support of his/her candidature by any means, or
- b) impersonating, or
- c) procuring impersonation by any person, or
- d) submitting fabricated documents or documents which have been tampered with, or
- e) making statements which are incorrect or false or suppressing material information, or
- f) resorting to any other irregular or improper means in connection with his/her candidature for the selection, or
- g) using unfair means during the test, or
- h) writing irrelevant matter including obscene language or pornographic matter, in the script(s), or
- i) misbehaving in any other manner in the examination hall, or
- j) harassing or doing bodily harm to the staff employed by the Commission for the conduct of their test, or
- k) bringing mobile phone/Communication device in the examination Hall/Interview room.
- l) attempting to commit or, as the case may be, abetting the Commission of all or any of the acts specified in the foregoing clauses may, in addition to rendering himself/herself liable to criminal prosecution, be liable:
  - i) to be disqualified by the Commission from selection for which he/she is a candidate, and/or
  - ii) to be debarred either permanently or for a specified period:-
    - by the Commission from any examination or selection held by them
    - by the Central Government from any employment under them, and
  - iii) if he/she is already in service under Government to disciplinary action under the appropriate rules.

**9. OTHER INFORMATION/INSTRUCTIONS:**

- a) All candidates whether in Government service or in Government owned industrial or other similar organizations or in private employment should submit their applications online directly to the Commission. Persons already in Regular Government service, whether in permanent or temporary capacity other than casual/adhoc/daily wages/hourly paid/contract basis are however required to submit a declaration that they have informed in writing to their Head of Office/Department that they have applied for the selection.

- b) The date for determining the eligibility of all candidates in every respect shall be the closing date for submitting the Online Recruitment Application on the website <http://www.upsconline.nic.in>.
- c) In respect of equivalent clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then the candidate is required to produce order/letter in this regard, indicating the Authority (with number and date) under which it has been so treated otherwise the Online Recruitment Application is liable to be rejected.
- d) Candidates must, if required, attend a personal interview at such place, as may be fixed by the Commission. The Commission do not defray the traveling or other expenses of candidates summoned for interview. They, however, contribute towards those expenses at a rate corresponding to the amount of the Second Class Mail railway fare by the shortest route to the place of interview from the Railway Station nearest to the normal place of residence of the candidate or from which he actually performs the journey, whichever, is nearer to the place of interview, and back to the same station or the amount of Railway fare actually incurred by the candidate whichever is less. Details of this will be furnished when they are called for interview.
- e) Commission's contribution towards the traveling expenses in respect of those candidates who are interviewed at Delhi will be paid on the spot on the date of interview itself provided they fulfill all the conditions. In respect of those candidates who have been called to be present at interviews at places other than Delhi, the same will be sent by Money Order later on. Candidates who do not wish to collect contribution towards TA in cash at Commission's counter can also get the same transferred in their respective account. Such candidates will have to submit a cancelled cheque along with their TA claims to facilitate the transaction'.
- f) The Summoning of candidates for interview convey no assurance whatsoever that they will be selected. Appointment orders to selected candidates will be issued by the Government.
- g) Candidates must be in sound bodily health. They must, if selected be prepared to undergo such medical examination and satisfy such medical authority as Government may require.
- h) Candidates will be informed of the final result in due course through UPSC website/ Employment News and any interim enquiries about the result are therefore, unnecessary and will not be attended to. The Commission do not enter into correspondence with the candidates about reasons for their non selection for interview/appointment.
- i) The Commission may grant higher initial pay to candidates adjudged meritorious in the interview.
- j) Canvassing in any form will disqualify a candidate.

## **IMPORTANT**

### **MOBILE PHONES ARE BANNED IN THE CAMPUS OF UPSC EXAMINATION/ INTERVIEW HALL**

- a) Government strives to have work force which reflects gender balance and women candidates are encouraged to apply.
- b) In case of any guidance/information/clarification regarding their applications, candidature etc. candidates can contact UPSC's Facilitation Counter near gate 'C' of its campus in person or over Telephone No. 011-23385271/011-23381125/011-23098543 on working days between 10.00 hrs and 17.00 hrs.

Formats of **PRESCRIBED PROFORMA** for various certificates have been made available in the Commission's official Website <http://www.upsc.gov.in>. under Heading Recruitment followed by Forms of Certificates(link <https://www.upsc.gov.in/recruitment>) Candidates may download the same and fill up accordingly.

