



Advertisement No.125

TAMIL NADU PUBLIC SERVICE COMMISSION
NOTIFICATION / ADVERTISEMENT

Applications are invited upto 5.45 p.m on 26-09-2007 from **candidates professing Hindu Religion only** for direct recruitment to the vacancies for the year 2001 – 2006 in the following post included in **Group –VIII** Service:-

Sl. No.	Name of the Post	Service	Post Code	No. of vacancies
1.	EXECUTIVE OFFICER, GRADE-IV in the Tamil Nadu Hindu Religious and Charitable Endowments Administration Department	Tamil Nadu Hindu Religious and Charitable Endowments Subordinate Service. (Code No. 010)	1655	16

2. IMPORTANT DATES:-

		Date	Time	
A	Date of Notification	23-08-2007	-	
B	Last date for receipt of applications	26-09-2007	5.45.P.M.	
C	Date of Written Examination	Paper –I	24-02- 2008	10.00 A.M. to 1.00 P.M.
		Paper -II	24-02-2008	2.00.P.M. to 5.00 P.M.

3. SCALE OF PAY:- Rs. 3,200 – 85 – 4900/-per mensem.

4. DISTRIBUTION OF VACANCIES: -

The vacancies will be filled in as follows according to Rule of Reservation of appointments:-

Category	General Turn	BCs	MBCs/DCs	SCs	STs	Total
No. of Vacancies	5 (including 1 vacancy reserved for women)	5 (including 1 vacancy reserved for women)	3 (including 1 vacancy reserved for Physically Handicapped (Deaf))	3	--	16 (including 2 vacancies reserved for women and 1 vacancy for Physically Handicapped Deaf)

5. GENERAL INFORMATION :-

- A. The number of vacancies advertised is only approximate and is liable to modification with reference to vacancy position at any time before finalisation of selection for Oral Test or selection for appointment, as the case may be.
- B. Only persons Professing the Hindu Religion as required by Section 10 of the Tamil Nadu Hindu Religious and Charitable Endowments Act- 1959 (Tamil Nadu Act 22 of 1959) are eligible to apply.
- C. If no qualified and suitable woman candidates are available for selection against the vacancies reserved for them, those vacancies will be filled by male candidates belonging to the respective communal categories.

D. **CERTIFICATE OF PHYSICAL FITNESS**:-

Candidates selected for appointment to the post will be required to produce a certificate of physical fitness in the form prescribed for "Executive Posts". The Standard of vision prescribed for the post is '**Standard- III**' which is as follows:

	Better eye.		Worse eye.
Distant Vision without glasses	6/9		6/9
Distant Vision with glasses	6/6	OR	6/12

- E. Among the Physically Handicapped, Deaf and Orthopaedically Handicapped candidates alone are eligible for the vacancies reserved for Physically Handicapped candidates. As the turn has arisen for deaf candidate only, if no suitable deaf candidate is available for selection, the vacancy will be filled by an Orthopaedically Handicapped candidate.
- F. The Physically Handicapped persons should produce a certificate of physical fitness from the Medical Board to the effect that his/her handicap will not render him/her incapable of efficiently discharging the duties attached to the post to which he/she has been selected, before appointment.
- G. Reservation for "Destitute Widow" will apply for this recruitment however, no reserved turn for "Destitute Widow" arises for this recruitment.

Explanation:

"Destitute Widow" means a widow whose total monthly income from all sources shall not be more than Rs. 4000/- (Rupees four thousand only) including any family pension or other receipts including income from private practice in the case of professionals. Such candidates should produce a certificate from the R.D.O. or the Assistant Collector or the Sub-Collector concerned in the format prescribed. Destitute Widow shall not include a divorcee.

"Destitute Widow" shall include a candidate born outside the State of Tamil Nadu and became a widow after her marriage to a person belonging to the State of Tamil Nadu and residing permanently in the State of Tamil Nadu and shall also include a candidate born in the State of Tamil Nadu and became a widow after her marriage to a person belonging to other State and settled permanently in the State of Tamil Nadu, but shall not include a candidate belonging to other State not covered under the above said categories.

- H. A member of the Adi–Dravidar Castes on conversion to Sikhism or Buddhism will be entitled to the concessions admissible to Adi-Dravidar Castes (Hindus).
- I. Candidates selected for appointment to the posts should be prepared to serve compulsorily in Hill Stations in Tamil Nadu. If they refuse or resort to dilatory tactics to serve in Hill Stations they will lose their appointments. The candidates should send a declaration in the format given below along with the application form.

“If selected I assure that I will not refuse or delay to serve in Hill Stations. I am aware that I will lose my appointment if I refuse or delay to serve in Hill Stations”.

- J. Any claim relating to the selection should be received within 90 days from the date of announcement of results. Claims received thereafter will receive no attention.

6. **QUALIFICATIONS:** -

(A) **AGE** (as on 01.07.2007):

- (i) **MINIMUM AGE LIMIT – Should have completed 25 years (for all candidates) (i.e. should have been born on or before 01.07. 82)**
- (ii) **MAXIMUM AGE LIMIT – Should not have completed 35 years**

No maximum age limit for SCs, STs, MBCs/DCs, BCs and Destitute Widows of all castes who have passed PUC/HSC/Degree/Diploma.

Note:

- (1) Age relaxation of 5 years in the maximum age limit will be applicable to persons (viz., unemployed youth and those who are in Government Service) affected by the ban orders as per the orders issued in G.O.Ms.No.98, P&AR(S) Department dated 17.07.06 and G.O.Ms.No.152, P&AR(S) Department dated 18.09.06 respectively.
- (2) Candidates not belonging to SCs, STs, MBC/DCs and BCs (i.e. others) who have put in five years of service in the State/Central Government are not eligible to apply even though they are within the age limit.
- (3) The Technical and Non-technical staff of TANSI who are facing retrenchment and have not been absorbed in the Government Corporations/Undertakings may also apply (evidence to be produced), if they satisfy all the prescribed qualifications except age. The relevant age rule will be relaxed by the Government in their favour if they come up for selection.
- (4) The maximum age limit will be increased by 5 years in respect of candidates belonging to SC, ST and two years in respect of candidates belonging to MBC/DCs and BCs who possess only SSLC qualification.

[Paragraph 4 of the ‘Instructions, etc. to candidates’ will not apply to this recruitment.]

(B) EDUCATIONAL QUALIFICATION:

Candidates should possess the following or its equivalent qualification on the date of this Notification, viz. 23-08-2007

Minimum General Educational Qualification;

OR

The title of "Tamil Pulavar" recognized by the University Grants Commission for the purpose of its Grant.

Provided that, other things being equal, preference will be given to employees of Religious Institutions (other than Government Servants) who have put in not less than 5 years of Service.

Explanation:

Minimum General Educational Qualification means:

(i) A pass in the SSLC Examination with eligibility for admission to College courses of studies in the Universities in this State. (11 years course of study)

OR

(ii) A pass in the SSLC Examination of this State. (10 years course of study)

7. SCHEME OF WRITTEN EXAMINATION (OBJECTIVE TYPE) AND ORAL TEST:-

Subject	Duration	Maximum Marks	Minimum Qualifying Marks for selection
<u>Paper – I</u> General Knowledge (100 items) (SSLC Std.) + General Tamil / General English (100 items) (SSLC Std.)	3 Hours	150 + 150 } 300	204
<u>Paper – II</u> 1. இந்துமத இணைப்பு விளக்கம் 2. சைவமும் வைணவமும் (200 items) (SSLC Std.)	3 Hours	300	
Interview and Records	--	80	
TOTAL		680	

Note:**(i) In respect of Paper-I (i.e. General Knowledge + General Tamil/General English)**

Two Types of question papers will be set. One type of question paper will contain questions on General Knowledge (100 items) and General English (100 items). The other will contain questions on General Knowledge (100 items) and General Tamil (100 items). Candidates are given the option to choose either General Tamil or General English for answering the second 100 items apart from answering the first 100 items on General Knowledge. Candidates should mention in column 22 of the OMR application form under the heading compulsory subject, the subject i.e. General Tamil or General English chosen by them, failing which they will be penalised.

(ii) The questions on General Knowledge will be set both in English and in Tamil and the questions on General Tamil/General English will be set in the respective language.

(iii) In respect of Paper-II (i.e. 1. இந்துமத இணைப்பு விளக்கம், 2. சைவமும் வைணவமும்) will be set in Tamil only.

(iv) The text books on 1. இந்துமத இணைப்பு விளக்கம், 2. சைவமும் வைணவமும் released by Arulmigu Dhandayuthapani Swamy Thirukoil, Palani are available at :-

1. Office of the Commissioner of Hindu Religious and Charitable Endowments Administration Department, Nungambakkam, Chennai – 34.
2. Arulmigu Dhandayuthapani Swamy Thirukoil, Palani, Dindigul District.
3. Arulmigu Meenakshi Sundareswarar Thirukoil, Madurai
4. Arulmigu Ranganatha Swamy Thirukoil , Thiruvaramangam, Tiruchirappalli.
5. Arulmigu Arunachaleswarar Thirukoil, Thiruvannamalai.

(v) The Syllabi for the said subjects have been published in the Tamil Nadu Public Service Commission Bulletin as follows:

Sl.No.	Subject	Page No.	Tamil Nadu Public Service Commission Bulletin No. & Date
1.	General Knowledge	490	No.16, dated 01.08.2004
2.	General Tamil	721	No.11, dated 16.05.2001.
3.	General English	722	No.11, dated 16.05.2001
4.	1. இந்துமத இணைப்பு விளக்கம் 2. சைவமும் வைணவமும்	-	Please refer Text Books on 1. இந்துமத இணைப்பு விளக்கம் 2. சைவமும் வைணவமும்

The Syllabi have also been made available in the Commission's Website at www.tnpsc.gov.in except for Sl.No. 4.

8. CENTRES FOR EXAMINATION:-

Examination will be held at the following centres:

Sl.No.	Name of Centre	Centre code	Sl.No.	Name of Centre	Centre code
1.	Chennai	001	16.	Pudukkottai	015
2.	Chidambaram	104	17.	Ramanathapuram	016
3.	Coimbatore	002	18.	Salem	017
4.	Dharmapuri	004	19.	Sivaganga	018
5.	Dindigul	005	20.	Thanjavur	019
6.	Erode	006	21.	Theni	020
7.	Kancheepuram	007	22.	Thiruvallur	021
8.	Karur	009	23.	Thiruvannamalai	022
9.	Krishnagiri	031	24.	Thiruvarur	023
10.	Madurai	010	25.	Thoothugudi	024
11.	Nagapattinam	011	26.	Tiruchirappalli	025
12.	Nagercoil	119	27.	Tirunelveli	026
13.	Namakkal	012	28.	Vellore	027
14.	The Nilgiris (Udhagamandalam)	013	29.	Villupuram	028
15.	Perambalur	014	30.	Virudhunagar	029

Note:

- Candidates should choose any one of the above centres and appear for the examination at their own expenses.
- Request for change of centre will not be complied with.
- The Commission reserves the right to increase or decrease the number of examination centres and to re-allot the candidates.

9. PROCEDURE OF SELECTION:-

Selection will be made in two successive stages i.e., (i) Written Examination and (ii) Oral Test in the shape of an interview. Final selection will be made on the basis of the total marks obtained by the candidates at the Written Examination and Oral Test taken together subject to the rule of reservation of appointments. Candidate's appearance in each subject of the Written Examination and Oral Test is compulsory. A candidate who has not appeared in any of the subjects or the Oral Test will not be considered for selection, even if he/she secures qualifying marks for selection (For further details please refer paragraph 22(b) of the 'Instructions, etc. to candidates').

10. SECURITY:-

In regard to the security to be furnished by the Executive Officer, Grade –IV the rules framed under Section 116(2) (xvi) of the Tamil Nadu Hindu Religious and Charitable Endowments Act, 1959 (Tamil Nadu Act 22 of 1959) shall apply.

11. EXAMINATION FEE:- Rs.100/- (Rupees One hundred only)

Examination fee should be paid only through any one of the Post Offices listed in Annexure – III to the Brochure and the Postal receipt obtained for the payment of fee should be pasted in the space provided in the application. (For further details refer para 2 under part –III of Information Brochure and for Examination fee concessions, refer para 12 of the 'Instructions, etc. to candidates').

Note:

All candidates should pay Rs. 5/- (Rupees five only) as service charge to the Post Office, while obtaining the postal receipt. Candidates (other than those who apply Online) should inform the OMR application Number to the Counter Clerk of the Post Office for obtaining the Postal Receipt.

12. ENCLOSURES TO BE SENT ALONG WITH APPLICATION:-

Candidates should enclose copies of all certificates (including evidence for Educational Qualification possessed by them) as mentioned in para 15 of the Commission's 'Instructions, etc. to candidates' and item 25 under part –II of Information Brochure along with a Postal Receipt to the value of Rs.100/- (Rupees One hundred only) pasted in the column provided in the application, unless exemption of fee is claimed. **Original Certificates should not be sent.** Those applying Online please refer sub para D of para 15 of this Notification/Advertisement.

In addition to the documents specified above candidates should also produce a declaration to the effect that the candidate, if selected for appointment, is prepared to serve compulsorily in Hill Stations.

Applications received without the attested copies of certificates as specified above will be rejected.

13. NO OBJECTION CERTIFICATE :-

Candidates who are already in service (whether regular Service or in temporary service) of the Indian Union or of a State in India or in the employment of Local Bodies or Universities or Quasi-Government Organisations or Government owned undertakings and similar Organisations, need not send their applications through the Head of the Department or employer. Instead they may directly apply to the Commission duly informing their Employer in writing. However, they should produce a "No Objection Certificate" from the employer, at the time of Oral Test. In case, any criminal /disciplinary action is taken or if any punishment is imposed against such persons after the production of "No Objection Certificate" and before actual appointment, such candidates should report this fact forthwith to the Commission indicating their Register Number pertaining to this recruitment.

14. CONCESSIONS:-

Concessions in the matter of age and/or fees allowed to SCs., STs., MBCs/DCs., BCs., Destitute Widows, Ex-Servicemen, Physically Handicapped persons, discharged and serving temporary State Government employees below 40 years of age, etc. are given in the Commission's 'Instructions, etc. to candidates'.

15. ISSUE OF APPLICATION FORMS: -

A. OMR application form along with an INFORMATION BROCHURE containing General Instructions for filling up the application form, Commission's 'Instructions, etc. to candidates' and an envelope for sending application can be obtained from any one of the HEAD POST OFFICES in Tamil Nadu or from the Head Post Office, Puduchery or from the Post Office of Lalgudi, Virudhachalam or Perambalur on payment of Rs.30/- (Rupees Thirty only). (The list showing the names of Post Offices is available on the Commission's Website at www.tnpsc.gov.in.)

- B. OMR application forms can also be obtained in person from the sales counter of the office of the Tamil Nadu Public Service Commission, Omanthoorar Government Estate, Chennai-600 002, on all the working days till the closing date upto 5.00 p.m. (Excluding lunch interval between 1.30 and 2.00 p.m.) only on cash payment of Rs.30/- (Rupees Thirty only). **Application forms will not be supplied to the candidates by Post.**
- C. Candidates should use only the OMR application form (AD or subsequent series). No other typed or printed or Xeroxed / Photocopy of the application form will be accepted and such application, if any received, will be summarily rejected.
- D. Candidates can also avail of the facility of applying Online on the Commission's Website at **www.tnpsc.gov.in**. Candidates applying Online should possess and keep ready Postal receipt for Rs.130/- (i.e. Application fee Rs.30/- and Examination fee Rs.100/-) obtained from any one of the Post Offices listed in Annexure-III to the Information Brochure before registering Online. Candidates claiming exemption from payment of Examination fee should possess and keep ready Postal receipt for Rs.30/- towards the application fee. The Postal receipt obtained for the payment of Application Fee/ Examination Fee should be pasted in the space provided in the application. Candidates applying Online shall also abide by the Commission's instructions laid down in this Notification / Advertisement/Commission's 'Instructions, etc., to candidates' / Information Brochure. Candidates applying Online should send the signed applications (i.e. The printout generated from the website and signed by the candidates) with the Postal Receipt along with attested copies of Certificates so as to reach the Commission's office on or before the last date for receipt of applications, failing which his/her application will be rejected. The facility of applying Online will be closed on 24 -09- 2007 at 5.45.p.m.

16. RECEIPT OF APPLICATION:-

- (A) Candidates are advised to verify the following aspects also before sending their filled in OMR applications to the Commission's office:
- (i) Signature by the candidate below the declaration in Ballpoint pen or fountain pen only. **Failure to sign will entail rejection of his/her application.**
 - (ii) Post Code No. Viz. 1655, in item (i) of column 23 of the OMR application specified and the Boxes thereunder shaded.
 - (iii) Columns 11, Optional Subjects under col.22 and col. 23(a) of the OMR application form need not be filled in.
 - (iv) Columns 1, 1(a) 3, 4, compulsory subject under col. 22 and item (i) of column 23 in the OMR application form filled up based on the details available in this Notification / Advertisement.
- (B) **Filled in applications must be sent to the Controller of Examinations, Tamil Nadu Public Service Commission, Omanthoorar Government Estate, Anna Salai, Chennai – 600 002 by Registered Post / Speed Post well in advance so as to reach the Commission's Office before 5.45 p.m. on 26-09- 2007.**

Secretary