



Advertisement No: 190

TAMIL NADU PUBLIC SERVICE COMMISSION

NOTIFICATION / ADVERTISEMENT

Applications are invited upto 5.45 p.m on **31-03-2009** for direct recruitment to the vacancies in the following posts (Examination / Service Code. 054) for the year 2008-2009 in the Office of the Tamil Nadu Public Service Commission.

Sl. No	Name of the Post and Scale of Pay per mensem	Post Code	No. of vacancies
1	Senior Research Assistant (Rs.5,900-200-9,900)	2058	1
2	Input / Output Supervisor (Rs.5,300-150-8,300/-)	2059	1
3	Input / Output Operator (Rs.4,000-100-6,000/-)	2060	1
4	Data Entry Operator (Rs.4000-100-6,000)	2061	8

Note:

Candidate should use only one OMR application even if he / she opts for more than one post.

2. IMPORTANT DATES:-

	Date	Time	
A	Date of Notification	27-02-2009	-
B	Last date for receipt of applications	31-03-2009	5.45. P.M.
C	Date of Written Examinations		
	Name of the Post	Name of the subject and standard of examination	Date and Time of Written Examination.
	Senior Research Assistant	1) Economics 2) Mathematics 3) Statistics (P.G. Degree Standard)	20-06-2009 F.N 10.00 AM to 1.00 P.M
	Input / Output Supervisor	General Knowledge (Degree Standard) + General Tamil/General English(SSLC Standard)	21-06- 2009 F.N 10.00 AM to 1.00 P.M
	Input / Output Operator & Data Entry Operator	General Knowledge (SSLC Standard) + General Tamil/General English(SSLC Standard)	21-06-2009 A.N 2.00 PM to 5.00 P.M

3. GENERAL INFORMATIONS :-

- A. Rule of reservation of appointment applies to the post of Data Entry Operator only. **Distribution of vacancies will be as per rule in force.**
- B. The number of vacancies advertised for the post of Data Entry Operator is only approximate and is liable for modification with reference to the vacancy position at any time before finalisation of selection for Oral Test or selection for appointment, as the case may be.
- C. If no qualified and suitable women 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. Candidates selected for appointment to the posts will be required to produce a certificate of physical fitness in the form prescribed for **“Other than Executive and Ministerial posts”**. The Standard of vision prescribed for the post is **‘Standard- III’ or Better**. Candidates with defective vision should produce eye fitness certificate from qualified Eye Specialist.
- E. Physically Handicapped persons should produce before appointment, 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. P.H. persons are eligible for 3% reservation for the post of Data Entry Operator only. However no reserved turn for PH candidate arises.
- F. Reservation to Ex-serviceman and “Destitute Widows” will apply only for the post of Data Entry Operator. However no reserved turn for Ex-Serviceman arises.
- G. Any claim relating to the selection (not related to candidature or/and claims made in the application) should be received within 90 days from the date of announcement of results and any claim received thereafter will receive no attention.
- H. The expression B.C. (i.e. Backward Class) wherever occurs in the Commission’s ‘Instructions, etc. to candidates’, Information Brochure, OMR application form, shall be read as B.C. (Other than BCM), and B.C. Muslim. Candidates belonging to BCMs should compulsorily fill up column 6, 7, & 7(a) of the OMR application and shade the boxes there under.
- I. All the concessions / relaxations / benefits applicable to BC candidates are applicable to BC Muslim candidates also (BCMs denotes BC Muslims)

4. QUALIFICATIONS: -

(A) AGE (as on 01.07.2009)

- (i) **MINIMUM AGE LIMIT** - Should have completed 18 years (for all candidates)
- (ii) **MAXIMUM AGE LIMIT** - Should not have completed 30 years

For the post of Input/Output operator and Data Entry Operator the maximum age limit for those who possess the prescribed qualification and no higher qualification than the Minimum General Educational Qualification.

For SCs, STs and DWs of all castes : **Below 35 years**

For MBCs/DCs, BCs(Other than BCMs) and BCMs : **Below 32 years**

Other than SCs, STs, MBCs/DCs, BCs,(Other than BCMs), BCMs and DWs of all castes (i.e. Others) : **Below 30 years**

Note:

1. No maximum age limit for SCs, STs, MBCs/DCs, BCs (other than BCMs), BCMs and Destitute Widows of all Castes who have passed PTC/PUC/HSC/Diploma/Degree.

2. Age relaxation of 5 years in the maximum age limit will be applicable to persons affected by the ban order, as per the orders of the Government.
3. Candidates not belonging to SCs, STs, MBCs/DCs and BCs (Other than BCMs) and BCMs (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.
4. 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.

(B) EDUCATIONAL QUALIFICATION:

Candidates should possess the following or its equivalent qualification on the date of this Notification, viz. 27-02-2009:

Sl.No	Name of the Post	Qualification
1	Senior Research Assistant (Post Code No.2058)	1) A Post graduate degree in Statistics with not less than 50 percent of marks of any University or Institution recognised by the University Grants Commission for the purpose of its grant OR 2) A Post graduate degree in Mathematics with Statistics as a subject with not less than 50 percent of marks of any University or Institution recognised by the University Grants Commission for the purpose of its grant. OR 3) (i) A Post graduate degree in Mathematics or Economics with not less than 50 percent of marks of any University or Institution recognised by the University Grants Commission for the purpose of its grant, and (ii) A Diploma in Statistics of any University or Institution recognised by the University Grants Commission for the purpose of its grant.
2	Input / Output Supervisor (Post Code No.2059)	1) Must possess a Degree 2) Must have passed the Government Technical Examination in Typewriting in English by the Senior Grade AND 3) Must possess experience for a period of not less than two years in any computer centre using III/IV Generation Computer Machine.
3 4	Input / Output Operator (Post Code No.2060) & Data Entry Operator (Post Code No.2061)	1) Minimum General Educational Qualification. Explanation: (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) (Please refer Sl.No.7 and 9 of "Instructions, etc. to candidates") 2) Must have passed the Government Technical Examination in Typewriting in English by Senior Grade AND 3) Must possess experience for a period of not less than two years in any computer centre using III/IV Generation Computer Machine.

Persons claiming equivalence of qualification shall enclose evidence for such claim.

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

Subject	Duration	Maximum Marks	Minimum Qualifying Marks for selection	
			SCs, STs, MBCs/DCs and BCs(Other than BCMs) & BCMs	Others
<p>For the post of Senior Research Assistant - Single paper in any one of the following subjects: 1) Economics (Code No.040) 2) Mathematics (Code No.073) 3) Statistics (Code No.111) (200 Questions) (P.G. Degree Standard)</p> <p>For the post of Input / Output Supervisor -Single paper in General Knowledge (Degree Standard) (100 items) + General Tamil / General English (S.S.L.C. Standard) (100 items)</p> <p>For the post of Input / Output Operator and Data Entry Operator - Single paper in General Knowledge (S.S.L.C. Standard) (100 items) + General Tamil / General English (S.S.L.C. Standard) (100 items)</p>	3 hours	300	102	136
Interview and Record		40		
TOTAL		340		

- (i) For the post of Senior Research Assistant the question paper in the subject Economics, Mathematics and Statistics will be set both in English and Tamil. A single question paper in the said syllabus is to be answered by the candidates. Candidates can choose any one of the above subjects as Optional Subject and they should specify the Optional Subject Code against Col.22 under the heading Optional Subject 1 of the OMR application form.
- (ii) For the post of Input / Output Supervisor , Input/Output Operator and Data Entry Operator ,the question papers will be set in two types (i.e) 1) General Knowledge (100 items) with General Tamil (100 items) and 2) General Knowledge (100 items) with General English (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. They should mention in column 22 of the OMR application form their option (i.e. General Tamil or General English) chosen by them, under the heading “**compulsory subject**” failing which they will be penalised.

Questions on “General Knowledge” will be set both in Tamil and in English and the questions on General Tamil and General English will be set in the respective languages.

The Syllabi for the said subjects are published in TNPSC Bulletin as follows:

Sl.No.	Subject	Page No.	Tamil Nadu Public Service Commission Bulletin No.& Date
1	Economics	811	No.11, dated 16.05.2001
2	Mathematics	880-881	No.11, dated 16.05.2001
3	Statistics	979-980	No.11, dated 16.05.2001
4	General Knowledge	490	No.16, dated 01.08.2004
5	General Tamil	721	No.11, dated 16.05.2001
6	General English	722	No.11, dated 16.05.2001

The syllabi have also been made available in the Commission's Website at www.tnpsc.gov.in .

6. CENTRES FOR EXAMINATION:-

Examination will be held at **CHENNAI** only (Centre Code No.001). Candidates should appear for the written examination/Oral Test(If they are called) at their own expenses. The Commission reserves the right to increase the number of examination centres and to re-allot the candidates.

7. EXERCISING OPTION

A candidate who opts for and eligible to apply for more than one post should specify the Post Code Nos. in Col.23 of the OMR application form as per their preferential order. This order of preference for posts will be subject to the order of selection mentioned in para 8(b). Candidates will be admitted to any one or more of the three examinations based on their eligibility and the entries made in Col.23 of the OMR application.

8 (a).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 in the Written Examination and Oral Test taken together and the post option exercised by the candidates subject to the rule of reservation of appointments. Candidates' appearance for both in the Written Examination and Oral Test is compulsory. A candidate who has not appeared for the Oral Test will not be considered for selection, even if he/she secures the qualifying marks for selection in the Written Examination (For further details please refer paragraph 22(b) of the 'Instructions etc. to candidates').

(b). ORDER OF SELECTION

(i) The Selection will be made for the posts in the order as specified in para-1 of the Notification.

(ii) In this sequential selection for various posts, a candidate once selected for a post will not be considered for any subsequent post.

9. 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'). 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.

Physically Handicapped Persons are exempted from payment of Examination fee irrespective of their family income (evidence for Physically Handicapped should be enclosed).

10. 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. Information relating to debarment by any recruiting agency, criminal or any disciplinary proceeding initiated or finalised should be furnished along with the application. **Original Certificates should not be sent.** Those applying Online please refer sub para D of para 13 of this Notification / Advertisement.

In addition to the above candidates should enclose the following copies of certificates those who apply for the post of Input/Output Supervisor, Input/Output Operator and Data entry Operator.

1. Evidence for having passed the Government Technical Examination in Typewriting in English Senior Grade

AND

2. Evidence for possessing experience for a period of not less than two years in any Computer Centre using III / IV Generation Computer Machines and produce such experience certificate obtained from those Computer centres.

Applications received without Xerox copies of certificates/ documents duly self attested by the candidates or attested by the Group A or Group B Officers in support of any claim made will be rejected.

11. NO OBJECTION CERTIFICATE:-

For details please refer to paragraph 15 (g) of the Commission's 'Instructions, etc., to candidates.

12. CONCESSIONS:-

Concessions in the matter of age and/or qualification and/or fees allowed to SCs, STs, MBCs/DCs, BCs, BCMs, Destitute Widows, Ex-Servicemen, Physically Handicapped persons, Bonded Labourers, Discharged and serving temporary State Government employees below 40 years of age, etc. are given in the Commission's 'Instructions, etc. to candidates'. Concessions if any to be availed evidence has to be produced.

13. 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 or Selected Sub- Post Offices (236 Nos.) in Tamil Nadu / Puducherry on payment of Rs.30/- (Rupees Thirty only). (The list showing the names of Post Offices is available in 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, Omathoorar 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. Cost of Application Rs.30/- and Examination fee Rs.100/-)obtained from any one of the Head Post Offices / selected Sub- Post Offices, listed in Annexure III of 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 cost of application. The Postal Receipt obtained for the payment of Cost of Application / 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 applications (i.e. The printout generated from the web site 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 **29-03-2009** at **5.45.p.m.**

14.RECEIPT OF APPLICATION :-

- (A) Candidates shall ensure that certain columns in OMR application form are filled in / left unfilled, as detailed below:-
- (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) **Posts Code Nos. should be specified in the preferential order for selection in column 23 and the Boxes there under shaded without fail.**
 - (iii) Columns 1, 1(a) 3,4,11,14(b),14(c), 14(d), 22 and 23 in the OMR application form should be filled up based on the details available in this Notification / Advertisement.
 - (iv) Columns 23(a) of the OMR application form need not be filled in.
 - (v) Columns 6, 7, 7(a) and 8 of OMR application are filled in and the Boxes there under shaded.
 - (vi) Candidates should enclose documents for Technical qualification and shade item (5) "Technical qualification" in Column 25.
 - (vii) Candidates applying for the posts under post code No.2059, 2060 & 2061 should send evidence for possessing practical experience and shade item 14 in column 25.
- (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 31-03-2009.**

Secretary.