

# ODISHA PUBLIC SERVICE COMMISSION

ADVERTISEMENT No.04 OF 2011-12

## Recruitment to Odisha Education Service-II (School Branch), Group-B.

WEBSITE -<http://opsc.nic.in>

THE LAST DATE FOR RECEIPT OF APPLICATION IS 20<sup>TH</sup> DECEMBER, 2011 BY 5.00 P.M.

**WARNING : Applications received incomplete in any respect are liable to be summarily rejected. No correspondence on that score will be entertained.**

Applications in the prescribed form are invited for admission to a competitive examination for recruitment to 74(seventy-four) posts of the Odisha Education Service-II (School Branch), Group-B under Department of School & Mass Education in the States pay scale of Rs.9,300-34,800/- carrying the Grade Pay of Rs.4600/- with usual allowances sanctioned by Government of Odisha from time to time. The posts are temporary but likely to be made permanent.

### 2. VACANCY POSITION :

(i)	Unreserved	-	41(14-w)
(ii)	Scheduled Caste	-	08(03-w)
(iii)	Scheduled Tribe	-	<u>25(08-w)</u>
Total – 74 (25-w)			

(a) Out of 74 vacancies, the following 5 posts are reserved for Ex-Serviceman, Physically Handicapped & Sports Persons.

- (i) 1(One) - Ex-Serviceman;
- (ii) 3(three) - Physically Handicapped persons –
  - (I) 1(One) - PWD (Blind) having low vision/partially blind,
  - (II) 1(One) - PWD (Deaf) Partially Deaf &
  - (III) 1(One) - PWD (OH)-
    - (a) Both legs affected but not arms,
    - (b) Both arms affected (i) Impaired; (ii) Weakness of grip.
    - (c) One leg affected, one arm affected (i) Impaired reach (ii) Weakness of grip.
- (iii) 1(One) - Sports Persons.

The candidates belonging to P.H/Ex-Servicemen./Sports person shall be adjusted against the categories to which they belong.

- (b) In case of non-availability of eligible/suitable women candidates belonging to the respective category, the unfilled vacancies shall be filled up by suitable male candidates of the same category.
- (c) Exchange of reservation between SC & ST will not be considered.
- (d) The number of vacancies to be filled up on the basis of this recruitment is subject to change by Government without notice depending upon administrative exigencies at the discretion of the State Government.

### 3. AGE :

A candidate should be under 32 (thirty two) years and over 21 (twenty one) years of age on the 1<sup>st</sup> August, 2011 i.e. he/she must not have been born earlier than 2<sup>nd</sup> August, 1979 and not later than 1<sup>st</sup> August, 1990. The upper age limit is relaxable by 5 (five) years for candidates belonging to the categories of Scheduled Castes, Scheduled Tribes, Woman, Ex-servicemen, Socially & Educationally Backward Classes (S.E.B.C.) and by 10 (ten) years for Physically Handicapped candidates.

Provided that in case a candidate who comes under more than one category mentioned above, he/she will be eligible for only one age relaxation benefit, which shall be considered most beneficial to him/her.

**SAVE AS PROVIDED ABOVE, THE AGE LIMITS PRESCRIBED CAN IN NO CASE BE RELAXED.**

Date of birth entered in the High School Certificate or equivalent Certificate issued by the concerned Board/Council will only be accepted by the Commission.

### 4. QUALIFICATION

A candidate must have-

- (i) Degree in Humanities(Art) or Science or Commerce with a Master's Degree in Education, or
- (ii) a Master's Degree in Humanities(Art) or Science or Commerce with a Bachelors Degree in Education, or
- (iii) obtained a B.A. (Hons.), B.Ed. or B.Sc.(Hons.), B.Ed. by successfully completion the integrated course from a Regional College of Education with a Master's Degree in Humanities(Art) or Science.

### 5. PLAN OF EXAMINATION

- (a) The examination will be conducted in the following successive stages –
  - (i) Written Examination;
  - (ii) Viva Voce.

(b) The written examination will consist of three papers, one each on General English, General Knowledge and Education. Each paper will be of two hours duration. Candidates are required to answer the papers in English unless otherwise directed. The details of syllabus and marks for the various papers are set out in the Annexure (enclosed).

(c) The candidate who secure such minimum qualifying marks in the written examination as may be fixed by the Commission, will be called to appear at the Viva Voce Test for 150 Marks.

### 6. PLACE OF EXAMINATION :

The examination will be held at Cuttack. It may also be held at Bhubaneswar/Balasore/Berhampur/Sambalpur depending on the number of applicants from the respective zone.

The candidates are to mention their choice of Examination zone at the appropriate place in the prescribed application form.

## 7. EXAMINATION FEE :

A candidate is required to pay a non-refundable and non-adjustable fee of Rs.100/- (Rupees hundred) only either in shape of deposit of the amount in the Government Treasury under the **Head “0051-P.S.C.-105-State P.S.C. Examination Fees”**, or Account Payee Bank Draft/Pay Order drawn in favour of Special Secretary , Odisha Public Service Commission payable at any Scheduled Bank at Cuttack. Treasury Chalan with wrong mention of Head of Account or wrong mention of designation of the authority in the Bank Draft/Pay Order shall not be accepted. The original Treasury Chalan/Bank Draft/Pay Order, as the case may be, must be sent to the Commission along with the application. Neither claim for refund of fee will be entertained nor the fee will be held in reserve for any other recruitment/purpose. Applications not accompanied by the prescribed fee shall be summarily rejected. **Candidates belonging to Scheduled Castes and Scheduled Tribes of Odisha only are exempted from payment of this fee.**

## 8. OTHER ELIGIBILITY CONDITIONS :

- (a) (i) A candidate must be a citizen of India;
  - (ii) A candidate must be of good character, sound health, good physique and active habits and free from organic defects, physically as well as mental infirmity;
  - (iii) The candidate should be able to speak, read and write Odia and had Odia as subject in the High School Certificate or any equivalent examination.
  - (iv) A person, who has more than one spouse living, will not be eligible for appointment unless the State Government has exempted his/her case from operation of this limitation for any good and sufficient reasons
  - (v) Government servants, whether temporary or permanent, are eligible to apply provided that they possess the requisite qualification and are within the prescribed age-limit as provided under Para-3 and 4 of the advertisement. They must inform their respective Heads of Offices in writing regarding submission of their applications for this recruitment and obtain “No Objection Certificate”.
  - (vi) If a candidate has, at any time, been debarred for a certain period/chance(s) by the Odisha Public Service Commission or other State Public Service Commission or U.P.S.C. from appearing at any Examination/Interview, he/she **will not be eligible** for such recruitment for that specified period/chance(s).
  - (vii) **Only those candidates, who fulfil the requisite qualification & within the prescribed age limit etc. by the closing date of receipt of applications, will be considered eligible;**
- (b) Every candidate selected for appointment shall be examined by the Medical Board. A candidate, who fails to satisfy the Medical Board, shall not be appointed.

## 9. OTHER CONDITIONS :

- (i) Candidates are required to submit along with the applications:-
  - (a) Three recent passport size photographs signed by the candidates on the front of the photographs, one pasted at the right hand corner of the first page of the application and the other two stitched to the application;
  - (b) Acknowledgement Card (supplied by O.P.S.C.) mentioning present postal address, application form No., Advertisement No. etc. and affixing postage stamp of Rs.6/-; (Self-addressed Post Card with stamp of Rs.6/- in case of candidates downloading the Application Form from the Website of O.P.S.C.);
  - (c) One self-addressed envelope (Approximately 23 Cm. X 10 Cm.)
  - (d) Certificates of character and conduct from the Principal/Proctor/Dean or Professor in charge of a Department of Teaching of the College or University in which he/she last studied.
- (ii) (a) A candidate found guilty of seeking support for his/her candidature by offering illegal gratification or applying pressure on any person connected with the conduct of the recruitment process or found indulging in any type of malpractice in course of the selection or otherwise, shall, in addition to rendering himself/herself liable to criminal prosecution, be disqualified not only for the recruitment for which he/she is a candidate, but also may be debarred, either permanently or for a specified period, from any recruitment or selection to be conducted by the Commission;
- (b) The provisions of the Odisha Conduct of Examination Act 1988 (Odisha Act-2 of 1988) are applicable to the examination conducted by the Odisha Public Service Commission.
- (iii) Admission to the examination / Viva Voce will be **Provisional**. If on verification at any stage before or after the examination/Viva Voce, it is found that a candidate does not fulfil all the eligibility conditions, his/her candidature will be liable to rejection. Decision of the Commission in regard to eligibility or otherwise of candidate shall be final;
- (iv) This advertisement should not be construed as binding on the Government to make appointment;
- (v) Concessions meant for S.Cs, S.Ts. & S.E.B.Cs **by birth** are admissible to the Scheduled Castes, Scheduled Tribes and Socially & Educationally Backward Classes of Odisha only;
- (vi) Candidates are required to take due care to annex with the applications, the copies of certificates and other documents as stated under Para-11 of the advertisement and mention the total number of the annexed documents at the appropriate place of Annexure-I of the Application Form;

- (vii) The posts are temporary, but likely to be made permanent. The period of probation is two years from the date of joining the post. The appointment can be terminated on one month's notice from either side without assigning any reason thereof;
- (viii) No one will be admitted to the examination unless he/she holds a certificate of admission issued by the Commission.
- (ix) All persons appointed under Government of Odisha on or after 1<sup>st</sup> January,2005 shall not be eligible for pension as defined under sub-rule(1) of Rule-3 of the Odisha Civil Service (Pension) Rules, 1992; but shall be covered by the defined Contributory Pension Scheme in accordance with the Odisha Civil Service (Pension) Amendment Rules,2005.
- (x) Mere empanelment in the select list shall not confer any right for appointment unless the Government is satisfied after making such enquiry as may be deemed necessary that the candidate is suitable in all respects for appointment to the service.

**10. CERTIFICATES TO BE ATTACHED :** Candidates are required to submit along with their applications, **true copies of the following documents duly attested by Gazetted Officer/ Notary Public or self certified. The candidates are also required to mention “submitted by me” on each document and put their full signature on the same.** They must not attach the Original Certificates to their applications. Only those, who are called for the Viva Voce, will be required to bring with them the Original Certificates etc. of the attested copies, for verification at the time of Viva Voce.

**If a candidate fails to furnish any of the following original documents in respect of the attested copies submitted with the application, for verification on the date of interview before the interview starts, he/she shall not be allowed to appear at the interview.**

- (i) H.S.C. or equivalent certificate in support of declaration of age issued by the concerned Board/Council;
- (ii) P.U./P.P./Intermediate/+2 Examination Certificate issued by the concerned Board/Council;
- (iii) Bachelor Degree in Humanities(Art), Science or Commerce and Master Degree in Education Certificate issued by recognized University;
- (iv) Master Degree in Humanities(Art), Science or Commerce and Bachelor Degree in Education Certificate issued by recognized University;
- (v) B.A.(Hons.), B. Ed. or B.Sc.(Hons)B.Ed. and Master Degree in Humanities (Arts) or Science;
- (vi) Certificate of having Odia as subject in the High School or equivalent examination;

- (vii) Candidates claiming to be belonging to S.Cs./S.Ts./S.E.B.Cs. category **BY BIRTH** are required to enclose with applications, copies of the relevant Caste/Tribe Certificates issued by the competent authority in the prescribed form. Candidates claiming to be belonging to S.E.B.C. category must enclose certificate issued within the last three years from the date of advertisement by the competent authority in the prescribed form;

- Note:**
1. Women candidates belonging to S.C./S.T./S.E.B.C. are required to submit Cast Certificates by birth showing “daughter of .....” Caste Certificates by virtue of marriage (i.e. showing “wife of .....”) are not acceptable.
  2. OBC Certificates will not be accepted in lieu of SEBC Certificates.
  3. Community (Caste status) once mentioned by the candidates shall not be changed under any circumstances.

The competent authorities are: - District Magistrate/Collector or Additional District Magistrate or Sub-divisional Magistrate/Sub-Collectors or Executive Magistrates or Revenue Officers, not below the rank of Tahasildar /Additional Tahasildar of Government of Odisha;

- (viii) **Ex-Servicemen** are required to attach copies of Discharge Certificates issued by the Commanding Officer of the Unit last served. **Sports Persons** are required to attach copies of Identity Card issued by the Director of Sports, **Physically Handicapped Persons** are required to attach copies of their Identity Cards issued by the District Social Welfare Officer along with the Disability Certificate (indicating percentage of disability) issued by the concerned Medical Board;

**11. HOW TO APPLY :** (a) (i) **Application Form** : Candidates are required to apply to the Special Secretary to the Commission in the prescribed Form which, along with other particulars are obtainable in person from the Office of the Odisha Public Service Commission at 19, Dr. P.K. Parija Road, Cuttack-753001 between 11.00 A.M. & 1.30 P.M. and 2.00 P.M. & 4.00 P.M. on any working day on cash payment of Rs.30/- (Rupees thirty) only or by Registered Post on remittance of Rs.70/- (Rupees seventy) only by Bank Draft/Pay Order drawn in favour of Special Secretary , Odisha Public Service Commission payable at any scheduled Bank at Cuttack with a forwarding letter addressed to the Special Secretary , Odisha Public Service Commission mentioning full name and address of the candidate, Advertisement Number and name of the post/service advertised in **BOLD CAPITAL LETTERS**.

(ii) **If the letter along with Bank Draft/Pay Order from any candidate, for supply of application form, is received in the office of the O.P.S.C. after the last date for receipt of applications, no application form will be supplied to such candidates.**

(iii) The candidates may also download the prescribed application form and copy of long advertisement from the website of the OPSC i.e. <http://opsc.nic.in>. The unreserved & S.E.B.C. candidates downloading the application form will be required to pay Rs.130/- (Rs.30/- for prescribed application form + Rs.100/- towards Examination Fee) only in shape of Bank Draft/Pay Order/Treasury Challan as provided under Paragraph-7 of the long advertisement at the time of submission of application form. The S.C. & S.T. candidates downloading the prescribed application form will be required to pay Rs.30/- towards prescribed application form only in shape of Bank Draft/Pay Order/Treasury Challan as the case may be, at the time of submission of application form. The S.C. & S.T. candidates are, however, exempted from paying the examination fee.

(b) **Submission of applications :** Candidates are required to send their applications in prescribed form by Registered Post/Speed Post/Courier Service to the Special Secretary , O.P.S.C., 19, Dr. P.K. Parija Road, Cuttack-753001. **Applications received after the closing date shall not be entertained.** The Commission will not take any responsibility if the application is not received in time. The candidates may also submit their applications in closed covers in the office of Odisha Public Service Commission directly/personally on or before the last date of receipt of applications at the Counter. The closed envelope containing the application must be superscribed “Application for Odisha Education Service (School Branch)”. The candidates submitting their applications (without closed cover) directly/personally at the Counter of Odisha Public Service Commission will be given proper acknowledgement receipt.

## **12. ACKNOWLEDGEMENT OF APPLICATIONS:**

On receipt of the application form of a candidate, the acknowledgement card (Post Card in case of downloaded application form) submitted by him/her along with the application form, will be despatched by the Commission’s Office to him/her. The mere fact that a candidate’s application has been acknowledged by the Commission does not mean that his/her candidature for the recruitment has been accepted by the Commission.

## **13. FACILITATION COUNTER:**

Candidates may contact the O. P. S. C. Facilitation Counter over Telephone No.0671-2304141/2305611 & Extn.-112 & 126 for any guidance/information regarding application or candidature etc.

CUTTACK

DATE :14.11.2011

SPECIAL SECRETARY ,  
ODISHA PUBLIC SERVICE COMMISSION,  
CUTTACK.

## **ANNEXURE**

Syllabus of the subjects of Competitive Examination for recruitment to Odisha Education Service, Class-II (School Branch).

- (A) **General English:** The paper will be of Graduate Degree standard carrying a maximum mark of 100, including 50 marks for an essay. The remaining 50 marks are intended to test the candidates understanding of and power to write English and the candidates thus will be required to write précis and letter on given subjects.
- (B) **General Knowledge:** The paper will carry a maximum mark of 100 and will be designed to test the candidates knowledge of matters including current events and of such matters of every day observation and experience in their scientific aspects as may be expected of an educated person who has not made a special study of any scientific subject. The paper will also include questions on Indian History and Geography of a nature which the candidates should be able to answer without special study.
- (C) **Education :** The paper on Education will be of Post-graduate standards will carry maximum mark of 150. The subjects for this paper are as follows:
- A.** Philosophy of education -
- (i) Contemporary western educational thought & contemporary Indian educational thought.
  - (ii) Education and society, social control, social change, process of socialization and modernization, determinants of culture, culture and education.
- B** Educational psychology –
- (a) Learning –
    - (i) Nature and scope of learning.
    - (ii) Theories of learning and laws of learning.
    - (iii) Transfer and training.
    - (iv) Motivation, functional autonomy of motives.
  - (b) Individual differences -
    - (i) Differences due to heredity & environment.
    - (ii) Types and extent of individual differences.
    - (iii) Educational provision for individual differences.
  - (c) Intelligence – It's nature and measurement, special abilities and their measurement – tests and their administration.

- (d) Personality and its measurement -
  - (i) Definitions
  - (ii) Traits of personality
  - (iii) Measurement of personality.
- (e) Adjustment -
  - (i) Mental health and adjustment.
  - (ii) Conflict, frustrations and complexes.
  - (iii) Defence mechanisms.
  - (iv) Behaviour problems in schools.
  - (v) Teacher's mental health.

**C. Educational administration and supervision -**

- (a) Principles -
    - (i) Scope of educational administration and the factors determining it.
    - (ii) Principles of educational administration in a democracy.
  - (b) Education control and management -
    - (i) Educational authorities, central, state and local, their organization, powers & functions.
    - (ii) Important central agencies such as U.G.C., N.C.E.R.T., All India Council for Technical Education.
  - (c) Supervision -
    - (i) Concept, scope and principles.
    - (ii) Objectives.
    - (iii) Planning and Organization.
    - (iv) Techniques.
  - (d) Educational Finance -
    - (i) Concept, scope and principles.
    - (ii) Sources of income; Central, State, Local & Private.
    - (iii) Grant-in-aid.
    - (iv) Educational expenditure.
  - (e) Planning, organization and research -
    - (i) Five year plans.
    - (ii) Equality of educational opportunity.
    - (iii) Education of handicapped children.
    - (iv) Research in educational administration.
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