



**Advertisement No.219.**

**TAMIL NADU PUBLIC SERVICE COMMISSION**

**Notification / Advertisement**

Applications are invited upto 5.45 p.m. on **30.12.2009** for direct recruitment to the following posts included in **Combined Subordinate Services Examination –I [Examination/Service Code No.004]**.

**Post for which selection is made in two successive stages (i) Written Examination, (ii) Oral Test.**

**TABLE -1**

<b>Sl.No.</b>	<b>Name of the Post &amp; Scale of Pay</b>	<b>Service</b>	<b>Post Code</b>	<b>No. of Vacancies</b>
1.	<b>Municipal Commissioner, Grade-II</b> Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4600/-.	Tamil Nadu Municipal Commissioner Subordinate Service	<b>1092</b>	<b>3</b>
2.	<b>Assistant Section Officer</b> (Law Department) in Secretariat. Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4600/-.	Tamil Nadu Secretariat Service	<b>1073</b>	<b>13</b>
3.	<b>Assistant Section Officer</b> in the Office of the Tamil Nadu Public Service Commission Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4600/-.	Tamil Nadu Secretariat Service	<b>2201</b>	<b>4</b>
4.	<b>Probation Officer</b> Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4500/-.	Tamil Nadu Social Defence Subordinate Service	<b>1011</b>	<b>10</b>
5.	<b>Probation Officer</b> Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4500/-.	Tamil Nadu Jail Subordinate Service	<b>1023</b>	<b>4</b>
6.	<b>Junior Employment Officer</b> in Employment and Training Department Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4400/-.	Tamil Nadu General Subordinate Service	<b>1017</b>	<b>9</b>
7.	<b>Assistant Inspector of Labour</b> Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4400/-.	Tamil Nadu Labour Subordinate Service	<b>1068</b>	<b>20</b>
8.	<b>Sub-Registrar Grade –II</b> Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4300/-.	Tamil Nadu Registration Subordinate Service	<b>1071</b>	<b>29</b>
9.	<b>Women Welfare Officer</b> Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4300/-.	Tamil Nadu Social Defence Subordinate Service	<b>1012</b>	<b>1</b>
10.	<b>Supervisor of Industrial Co-operatives</b> in the Industries and Commerce Department Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4200/-.	Tamil Nadu Industries Subordinate Service	<b>1022</b>	<b>7</b>
11.	<b>Audit Inspector</b> in the Audit Wing of Hindu Religious and Charitable Endowments Administration Department. Revised Pay +Grade Pay PB2 Rs.9300-34800+Rs.4200/-.	Tamil Nadu Ministerial Service.	<b>1029</b>	<b>27</b>

12.	<b>Assistant</b> in Revenue Department (in the following Districts) District-wise Number of vacancies / Post Code No.) Ariyarlur -16(Post Code No.2120) Chennai -36(Post Code No.1033) Coimbatore -27(Post Code No.1034) Cuddalore -24(Post Code No.1035) Dharmapuri -07(Post Code No.1036) Dindigul -08(Post Code No.1037) Erode -20(Post Code No.1038) Kancheepuram -04(Post Code No.1039) Kanyakumari -20(Post Code No.1040) Karur -30(Post Code No.1041) Krishnagiri -22(Post Code No.2200) Madurai -46(Post Code No.1042) Nagapattinam -38(Post Code No.1043) Namakkal -19(Post Code No.1044) The Nilgiris -45(Post Code No.1045) Perambalur -07(Post Code No.1046) Pudukkottai -60(Post Code No.1047) Ramanathapuram-14(Post Code No. 1048) Salem -43(Post Code No.1049) Sivaganga -05(Post Code No.1050) Thanjavur -38(Post Code No.1051) Theni -25(Post Code No.1052) Thoothukudi -19(Post Code No.1056) Tiruchirappalli -34(Post Code No.1057) Tirunelveli -55(Post Code No.1058) Tiruppur -20(Post Code No.2202) Tiruvallur -12(Post Code No.1053) Tiruvannamalai -47(Post Code No.1054) Tiruvarur -22(Post Code No.1055) Vellore -37(Post Code No.1059) Villupuram -65(Post Code No.1060) Virudhunagar -10(Post Code No.1061)  Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2400/-.	Tamil Nadu Ministerial Service.	--	<b>875</b>
13.	<b>Executive Officer Grade-II</b> in Town Panchayats Department (District wise distribution of vacancies)  Coimbatore -1 Erode -1 Kancheepuram -1 Kanyakumari -1 Tiruvannamalai -1  Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2400/-.	Tamil Nadu Town Panchayat Subordinate Service.	<b>1091</b>	<b>5</b>

**TABLE-II**

**Posts for which selection is made through Written Examination alone.**

Sl. No.	Name of the Post & Scale of Pay	Service	Post Code	No.of Vacancies
14.	<b>Assistant</b> in the Office of the Commissioner of Commercial Taxes Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2400/-.	Tamil Nadu Ministerial Service.	<b>1025</b>	<b>1</b>

15.	<b>Assistant</b> in the Industries and Commerce Department Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2400/-.	Tamil Nadu Ministerial Service	<b>1027</b>	<b>63</b>
16.	<b>Assistant</b> in the Office of the Commissioner of Revenue Administration Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2400/-.	Tamil Nadu Ministerial Service	<b>1030</b>	<b>6</b>
17.	<b>Assistant</b> in the Office of the Commissioner of Land Administration Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2400/-.	Tamil Nadu Ministerial Service	<b>1031</b>	<b>2</b>
18.	<b>Planning Junior Assistant</b> Tamil Nadu State Planning Commission Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2200/-.	Tamil Nadu Ministerial Service	<b>1032</b>	<b>1</b>
19.	<b>Lower Division Counter Clerk</b> in the Tamil Nadu Legislative Assembly Secretariat Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2200/-.	Tamil Nadu Legislative Assembly Secretariat Service	<b>1086</b>	<b>3</b>
20.	<b>Assistant</b> in the Office of the Tamil Nadu Public Service Commission Revised Pay +Grade Pay PB1 Rs.5200-20200+Rs.2200/-.	Tamil Nadu Secretariat Service	<b>1081</b>	<b>4</b>
21.	<b>Assistant</b> in Law Department in Tamil Nadu Secretariat Pay +Grade Pay PB1 Rs.5200-20200+Rs.2200/-.	Tamil Nadu Secretariat Service	<b>1076</b>	<b>2</b>

## 2. IMPORTANT DATES :

		Date	Time
<b>A</b>	<b>Date of Notification</b>	<b>15.11.2009</b>	-
<b>B</b>	<b>Last date for receipt of applications</b>	<b>30-12-2009</b>	<b>5.45 P.M.</b>
<b>C</b>	<b>Date of Written Examination</b>	<b>11-04-2010</b>	<b>10.00 A.M. to 1.00 P.M.</b>

## 3. GENERAL INFORMATION :-

- The rule of reservation of appointments is applicable to each post separately and the distribution of vacancies will be as per the rules in force.
- The number of vacancies advertised is only approximate and is liable to modification with reference to vacancy position at any time before finalization of selection for Oral Test or selection for appointment, as the case may be
- The selection for appointment to the above said posts is purely provisional subject to final orders on pending W Ps. filed in High Court of Madras.
- 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.
- 5% reservation for Ex-Servicemen is applicable in respect of the posts for which the old pay below Rs.5,500/-(Revised Pay Band + Grade Pay:PB-2 below Rs. 9300-34800+ Rs. 4500/-). If no qualified and suitable Ex-Servicemen belonging to a particular category is available for selection for appointment against reserved turn such turn shall be filled up by a candidate other than Ex-Servicemen but belonging to the particular category.
- 10%** of vacancies out of 30% of vacancies set apart for Women candidates in direct recruitment are reserved for DWs in respect of the posts for which the Scale of Pay does

not exceed Rs.4,000/-in old pay. (Old pay Rs. 4,000/- Revised Pay Band + Grade Pay: PB1 Rs. 5200 -20200 + Rs. 2400).

- G. 3% reservation for Physically handicapped person is applicable for this recruitment except for the posts of Junior Employment Officer(Non-PH), Assistant Inspector of Labour, A.S.O(Law), Probation Officer (Prison Department). If no suitable PH candidate belonging to the category to which it is earmarked is available for selection, it will be carried forward to next recruitment to those posts.

H. **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 below:

Name of the Post	Form of Certificate of Physical fitness	Standard of Vision Prescribed
Municipal Commissioner , Gr-II	Form prescribed for Executive Posts	Standard –III
Probation Officer (Prison), Probation Officer(Social Defence), Women Welfare officer(Social Defence)		Standard –I
Supervisor of Industrial Co-ops', Executive Officer Gr-II, Junior Employment Officer,		Standard –III or better.
Assistant Inspector of Labour		Standard –II or better. (Colour Blindness, Night Blindness will be a disqualification for the post.)
Sub-Registrar, Gr.II	Form prescribed for posts other than Executive Posts and Ministerial Posts.	Standard –III
A.S.O.(Law), Assistant (Law) in TNSS, A.S.O., and Assistant in (TNPSC), Audit Inspector in HR&CE, Assistant (in Various Revenue Units, in the Office of the CRA, Land Administration, Industries and Commerce, Commercial Taxes Department), Planning Junior Assistant, Lower Division Counter Clerk	Form prescribed for posts in Tamil Nadu Ministerial Service, Tamil Nadu Judicial Ministerial Service and Tamil Nadu Secretariat Service	Standard –III or better.

Candidates with defective vision should produce eye fitness certificate from qualified eye Specialist.

- I. 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.
- 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.

**4. QUALIFICATIONS: -**

**(A) AGE (as on 01.07.2009):**

- (i) **MINIMUM AGE LIMIT – Should have completed 18 years.**
- (ii) **MAXIMUM AGE LIMIT – Should not have completed - 30 years.**

The Minimum and Maximum age limits will be applicable to all the posts except the following posts:

1. Probation Officer (Social Defence) – Minimum 26 years Maximum 40 years.
2. Probation Officer (Prison) - Minimum 22 years Maximum 30 years.
3. Sub-Registrar, Gr-II - Minimum 20 years Maximum 30 years.

**Note:**

- (1) No maximum age limit for SCs, SC(Arunthathiyar), STs, MBCs/DCs, BCs(Other than BCMs), BCMs and Destitute Widows of all castes.

- (2) 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 and 152 P&AR(S) Department, dated 17.07.06 and 18.09.06 respectively and subsequent clarification thereon.
- (3) Candidates not belonging to SCs, SC(Arunthathiyar), STs, MBCs/DCs, BCs(Other than BCMs), 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/IFAD 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. **15.11.2009.**

**TABLE-I**

Sl. No.	Name of the Post	Educational Qualification
1.	<b>Municipal Commissioner, Gr-II</b>	A Degree of any University or Institution recognised by the University Grants Commission.
2.	<b>Assistant Section Officer</b> (Law Department) in Secretariat.	B.L., Degree awarded by any University recognised by the University Grants Commission.
3.	<b>Assistant Section Officer</b> in the Office of the Tamil Nadu Public Service Commission	A Master's degree or a Bachelors degree with BGL degree or a Bachelors degree with first class in any one of the part. Provided that in case of a candidate belonging to SC, SC(A), ST, MBC/DC, BC(other than BCM), BCM it shall be sufficient he/she holds a Bachelors degree.
4.	<b>Probation Officer</b> (Social Defence Subordinate Service)	A degree of B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission. or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M., or B.Litt., of Bharathiar University. Provided that other things being equal preference shall be given to candidates who possess a degree in Sociology or Psychology. Provided further that other things being equal preference shall be given to those who have practical experience in having done Social Welfare work or who possess a Diploma in Social Service including experience in Social and moral hygiene and aftercare work.
5.	<b>Probation Officer</b> (Jail Subordinate Service)	A degree of B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission. or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M., or B.Litt., of Bharathiar University. <u>Note:</u> Other things being equal, preference shall be given to a candidate. (i) Who possesses M.A. degree in Criminology or Sociology or a degree in Sociology or Psychology. <b>OR</b> (ii) Who holds a Diploma in Sociology or Psychology in addition to a degree in any subject other than Sociology or Psychology; <b>OR</b> (iii) Who has rendered Social Welfare Work for a Period of not less than one year.

		<b>OR</b>
		(iv) Who possesses a Diploma in Social Work awarded by the Madras School of Social Work.
<b>6.</b>	<b>Junior Employment Officer</b>	Must possess a degree in Arts or Science or Commerce or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M., or B.Litt., of Bharathiar University.
<b>7.</b>	<b>Assistant Inspector of Labour</b>	<p>Must possess a degree in Arts or Science or Commerce or Engineering of any University or Institution recognised by the University Grants Commission or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M., or B.Litt., of Bharathiar University.</p> <p>Other things being equal preference shall be given to a candidate.</p> <p>(i) Who possess the M.A. degree in Social Work. (or)</p> <p>(ii) Who possess the diploma awarded by the Madras School of Social Work. (or)</p> <p>(iii) Who possess the M.A. degree in Applied Psychology of the Sagar University. (or)</p> <p>(iv) Who has undergone the diploma course of 2 years duration of the Institute for Labour Welfare Workers, Bombay(or) The Xavier Labour Relation Institute, Bihar. (or)</p> <p>(v) Who has undergone the diploma course of PSG school of Social Work, Coimbatore on Labour Specialisation or the Post Graduate Diploma Course in Social Services conducted by the Institute of Social Science, Loyola college, Madras under the direction of the Indian Institute of Social Order, Pune. (or)</p> <p>(vi) Who possess the Master's degree in Social Work (MSW) of the University of Baroda. (or)</p> <p>(vii) Who possess a Post Graduate Diploma in Labour Administration awarded by the Tamil Nadu Institute of Labour Studies. (or)</p> <p>(viii) Who possess a Post Graduate Diploma in Personnel Management, Industrial Relations and Labour Welfare awarded by the Madras productivity Council. (or)</p> <p>(ix) Who are released short service, Regular Commissioned Officers (or) Emergency Commissioned Officers (or) Other Ex-Servicemen. (or)</p> <p>(x) Who possess a P.G. Diploma in Personnel Management and Industrial Relations, conducted by the Madurai Institute of Social Work, Madurai. (or)</p> <p>(xi) Who possess a M.A. Degree in work Education awarded by the University of Madras.</p>

8.	<b>Sub-Registrar Grade –II</b>	Must possess a Bachelor's degree. Provided that other things being equal preference shall be given to persons who in addition to the qualification specified above possess a B.L. degree.
9.	<b>Women Welfare Officer</b>	A degree of B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or BBM or B.Litt. of Bharathiar University. Other things being equal preference shall be given to person who have obtained a diploma in Social Work at the Tata Institute of Social Science at Bombay or from Madras School of Social Work or from any School of Social work recognized by the Association of Schools of Social Work in India. <b>(Male candidates are not eligible to apply for this post)</b>
10.	<b>supervisor of Industrial Co-operatives</b> in the Industries and Commerce Department.	A degree of B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University. <b>OR</b> P.G. Diploma in Agricultural Economics and Co-operation awarded by the National Council for Rural Higher Education.
11.	<b>Audit Inspector</b> in the Audit Wing of Hindu Religious and Charitable Endowments Administration Department.	A degree of B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University. <b>(Persons professing the Hindu Religion alone are eligible to apply for this post).</b>
12.	<b>Assistant</b> in Revenue Department	A degree of B.A., or B.Sc., (Other than in Professional Subject) or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University.
13.	<b>Executive Officer Grade-II</b> in Town Panchayat Department	A degree of any University or Institution recognised by the University Grants Commission.
14.	<b>Assistant</b> in the Office of the Commissioner of Commercial Taxes	B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University.
15.	<b>Assistant</b> in the Industries and Commerce Department	Must possess a degree of B.A., or B.Sc. or B.Com., or B.A.(Horns), or B.Com.,(Horns), M.A., or M.Sc., or M.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University. <b>OR</b>

		Must have completed the training conducted by the Industries Department for a period of six months (3 months theoretical and 3 months practical)
16.	<b>Assistant</b> in the Office of the Commissioner of Revenue Administration	B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University.
17.	<b>Assistant</b> in the Office of the Commissioner of Land Administration	B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University.
18.	<b>Planning Junior Assistant</b> in the Tamil Nadu State Planning Commission	B.A., or B.Sc., or B.Com., of any University or Institution recognised by the University Grants Commission for the purpose of its grants or B.O.L., of Annamalai University or B.B.A., of Madurai Kamaraj University or B.Litt., of Madras University or B.B.M or B.Litt., of Bharathiar University.
19.	<b>Lower Division Counter Clerk</b> in the Tamil Nadu Legislative Assembly Secretariat	A Degree of any University or Institution recognised by the University Grants Commission for the purpose of its grants.
20.	<b>Assistant</b> in the Office of the Tamil Nadu Public Service Commission	A Bachelors degree of any University or Institution recognised by the University Grants Commission for the purpose of its grants.
21.	<b>Assistant</b> in Law Department in the Tamil Nadu Secretariat	B.L., Degree awarded by any University recognized by the University Grants Commission.

**Note:** Candidates who possess preferential qualification for the posts in Sl.No.4,5,7,8 and 9 should furnish those particulars in column 14(d) of the OMR Application Form under Subject –II with the level of qualification. (This note is applicable only for candidates using AA or AG Series of OMR application form. Those who are using other than AA or AG Series of OMR application form shall ignore this note).

**(C) KNOWLEDGE OF TAMIL:**

Candidates should possess adequate knowledge of Tamil on the date of this Notification. (For details refer para10 of Commission's 'Instruction etc., candidates)

Persons claiming equivalence of qualification should enclose evidence for such claims.

**5. SCHEME OF WRITTEN EXAMINATION:-**

**(A) For posts mentioned in Table –I at Sl.No.1 to 13 under para -1 (Interview posts) (Degree Standard – Objective Type)**

Subject	Duration	Maximum Marks	Minimum Qualifying Marks for selection
(1)	(2)	(3)	(4)
<b>Single Paper in</b> General Knowledge (Degree Std.) (100 items) + General Tamil / General English (S.S.L.C. Std.) (100 items)	<b>3 Hours</b>	150 + 150 } 300	102
Oral Test	--	40	
<b>Total</b>	--	<b>340</b>	

**(B) Scheme of Examination for Posts mentioned in Table-II in Sl.No.14 to 21 under para-1 (Non-Interview Posts) (Degree Standard – Objective Type)**

Subject	Duration	Maximum Marks	Minimum Qualifying Marks for selection
(1)	(2)	(3)	(4)
<b>Single Paper in</b> General Knowledge (Degree Std.) (100 items) + General Tamil / General English (S.S.L.C. Std.) (100 items)	<b>3 Hours</b>	150 + 150 } <b>300</b>	<b>90</b>
<b>Total</b>	--	<b>300</b>	

**Notes:-**

- 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). The 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. The candidates should mention in column 22 of the OMR application form the option (i.e. General Tamil or General English ) chosen by them, failing which they will be penalised.
- 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 languages. The Syllabi for the said subjects are published in TNPSC Bulletin as follows:

<u>Sl.No.</u>	Subject	Page No.	<b>Tamil Nadu Public Service Commission Bulletin No.&amp; Date</b>
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

The syllabi have also been made available in the Commission’s Website at [www.tnpsc.gov.in](http://www.tnpsc.gov.in)

**6. CENTRES FOR EXAMINATION:**

The Written Examination will be held at the Centres mentioned under classes A,B, C, D & E in Annexure –I of the Information Brochure to Candidates.

**Note:**

- Candidates should choose and write the Examination at any one of the Centres.
- Candidates will be required to appear for the Written Examination/ Oral Test (if they are called) 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.

**7. EXERCISING OF OPTIONS:-**

Candidate should exercise their option regarding post preference in respect of Non-Interview posts (Sl.No.14 to 21 under Table – II) in the column meant for “Post Preference” in the OMR Application itself. In respect of Interview posts (Sl.No.1 to 13 under Table – I) option regarding post preference will be obtained from the candidates at the time of Oral Test from those who appear for Oral Test.

Note (i) in item 3 under part-III of the Information Brochure to candidates will not apply for this recruitment.

**8. PROCEDURE OF SELECTION :-**

The selection of candidates for appointment to the posts mentioned against SI.Nos. 1 to 13 of the Table-I will be made in two successive stages viz. (i) Written Examination and (ii) Oral Test in the shape of an Interview and the 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 and the post option exercised by the candidates and following the rule of reservation of appointments separately for each post and unit. Candidate's appearance in the Written Examination and for Oral Test is compulsory.

The selection for appointment to the posts mentioned against SI.No.14 to 21 of the Table-II will be made on the basis of total marks obtained by the candidates in the Written Examination and the post option exercised by the candidates following the rule of reservation of appointments separately for each post and unit.

Two separate Rank List will be prepared for Interview posts mentioned against SI.No.1 to 13 under Table-I and Non Interview posts (SI.No.14 to 21) under Table-II.

Selection in respect of Non-Interview posts will be taken up after finalizing the selection for Interview posts mentioned against SI.No.1 to 13 excluding those who have been selected for Interview posts.

- 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 to candidates 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 should inform the OMR application Number to the Counter Clerk of the Post Office for obtaining the Postal receipt.

**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 under part -II of Information Brochure to candidates 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 13 of this Notification/Advertisement.

**Applications received without the attested copies of certificates as specified above 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:-**

Concession in the matter of age, and/or fee concession allowed to SCs, SC(Arunthathiyar), STs, MBCs/DCs, BCs(other than BCMs), BCMs, DWs, Ex-Servicemen, Bonded Labourers Physically Handicapped persons, Discharged and Serving temporary State Government Employees below 40 years of age etc., are given in the Commission's "Instruction, etc., to candidates". Concession if any to be availed evidence has to be produced.

**13. ISSUE OF APPLICATION FORMS: -**

- A OMR application form along with an 'INFORMATION BROCHURE TO CANDIDATES' 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 in Tamil Nadu / Puducherry on payment of Rs 30/- (Rupees Thirty only) (The list showing the names of Post Offices is available in the Commissions Website at [www.tnpsc.gov.in](http://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, Anna Salai, 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. 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.

**Note:- A LOT OF OMR APPLICATION COVERS BEARING NUMBERS : AG 000001 TO AG 1,00,000 CONTAIN OMR APPLICATION FORMS BEARING NUMBERS AA 000001 TO AA 1,00,000 RESPECTIVELY IN THEM ARE TREATED AS AG SERIES APPLICATION.**

- 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 to candidates 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 to candidates. 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 28-12-2009** at 5.45.p.m.

#### **14 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:
- Signature by the candidate below the declaration in Ballpoint pen or fountain pen only.  
**Failure to sign will entail rejection of his/her application.**
  - Columns 1, 1(a), 3 , 4, and Column 22 in OMR application form to be 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 well in advance so as to reach the Commission's Office before 5.45 p.m. on 30.12.2009.**

**Secretary.**