



**ODISHA STAFF SELECTION COMMISSION**  
Barrack No. 1 Unit-V, Bhubaneswar- 751054

Advertisement No. IIE-92/2013/ 4678 /OSSC; Date: 24.12.2013

**Selection of candidates for recruitment to the post of Industries Promotion Officer on contractual basis (post code- IPO/14) under the Industries Department.**

- **IMPORTANT:** (1) Online application form will be available from 27.12.2013 TILL 27.01.2014 BY 11.59 P.M.
- (2) The closing time for receipt of OSSC copy application form (DAF) in the Commission's office is 5 P.M. of dt. 05.2.2014
- (3) There will be negative marking in Preliminary examination and Technical paper of main written examination

Online Recruitment Applications by using website 'www.odishassc.in' are invited for selection of candidates for recruitment of 55 (fifty five) posts of **Industries Promotion Officer** on contractual basis under **Industries Department** on consolidated remuneration of Rs.9300/-

**1.How to apply:**

1.(a) Candidates have to apply online using the website of the Commission [www.odishassc.in](http://www.odishassc.in). by clicking on the tab 'online application' in the home page of the website, the posts advertised for online application and **detailed instructions** for submitting any application online are displayed on the computer screen. These Instructions are to be read carefully before proceeding to fill up the Application Form. The Application Form can be generated by clicking on 'apply online' after selecting the post. Applications received through any other mode would not be accepted.

1. (b) Blank Application Form specific for the particular post will be generated on the screen, and the candidate has to fill in the required details against the various items in the Form without leaving any item blank. The candidate has to upload the scanned image of his/her recent passport size photograph and scanned image of his/her full signature in the on line application form. **The up-loaded photograph and the full signature must be clearly identifiable /visible, otherwise the application is liable to be rejected by the Commission and no correspondence on this count will be entertained.** The filled in Application Form can be submitted by clicking on the 'submit button'. Before submitting the online application the applicant must re-check the information filled in and then click the 'submit

button'. After the form is successfully submitted, a user ID and a password are generated on the screen, which the applicant has to note down for his/her future use in accessing the system to find out the status of the application. The candidate has to click on the button 'print application form' to generate the filled in Application form. This time the Application Form is generated by the system with a unique bar code and bar code number printed on the format, which is the index number of the application. **If any defect is noticed in the application form submitted the applicant can edit the application form within 48 hours by accessing the candidate's 'log in'.**

1. (c). The candidate has to take two printed copies of the application, one OSSC copy and the other the applicant's copy. The hard copy of the application form i.e. the OSSC copy with due ink signed signature at the appropriate place along with copy of the Treasury challan (except for SC/ST candidates) and enclosures (refer to para Sl. No.8 below) together called the Detailed Application Form(DAF) should be promptly sent to the **Secretary, Odisha Staff Selection Commission, Barrack No.1, Unit-V, Bhubaneswar-751054** super scribing the envelope as **"APPLICATION FOR THE POST OF INDUSTRIES PROMOTION OFFICER"** by Regd. Post/Speed Post.

1. (d) Applications received incomplete or received through any mode other than online mode are liable to be summarily rejected.

1. (e) The candidate may find out the status of his/her application at different times by accessing OSSC website, clicking therein '**online application**' tab, and thereafter clicking on the candidate's log in, and providing the user ID and password.

## **2. Last date for receipt of applications.:**

The last date for online submission of Application in response to this advertisement is 11.59 P.M. of dt. 27.1.2014 . The system will be disabled from 11.59 P.M. of the said date after which the application form for this particular post will not be generated any more at the candidate's end.

The closing time for receipt of OSSC copy application form (DAF) (refer to para Sl.No. 1© above)in the Commission's office is 5 P.M. of dt. 05.02.2014

### **3. Vacancy position.**

#### **Number of posts to be filled up and reservations:**

As per requisition filed by the Director Industries, Odisha ,Cuttack the category-wise break-up of the total no. of posts to be filled up by this recruitment is as follows:

Category	Total no. of vacancy	No. of vacancy reserved for women
SC	9	3
ST	11	4
SEBC	17	6
UR	18	6
<b>Total:</b>	<b>55</b>	<b>19</b>

NOTE:- SC - Schedule Caste

ST- Scheduled Tribe,

SEBC- Socially & Educationally Backward Class,

UR- Un-Reserved.

Out of the above vacancies six posts are reserved for special category.

Person with Disability-4(Blind-1, Deaf-2, OH-1)

Sports Person-1

Ex-Serviceman-1

#### **4(a) Age:**

The minimum age for the post is 21 years and the maximum age is 32 years as on 01-01-2013. The upper age limit is relaxable by 5 years for candidates belonging to SC/ST/SEBC/WOMEN category. In case of Ex-servicemen the upper age limit is relaxable by the total period of service rendered in Defence Forces. In case of PWD candidates the upper age limit is relaxable by 10 years. However, a candidate can avail of only one type of age relaxation as per rule. To be eligible, candidates not enjoying any relaxation of upper age limit must not have been born earlier than 2<sup>nd</sup> January, 1981 and not later than 1<sup>st</sup> January 1992. The persons in Defence Forces having more than six months to be discharged from the forces as on the date of the submission of online application form are not eligible for the post.

**4(b)** Date of birth entered in the High School Certificate or equivalent Certificate issued by the concerned Board/Council will only be acceptable to the Commission.

#### **5. Educational Qualification**

Degree in Engineering or Diploma from the Polytechnics or Engineering Schools of Odisha or equivalent.

## 6. General eligibility of the candidate

In order to be eligible for appearing in the examination a candidate must satisfy the following conditions.

- (i) The candidate must be a citizen of India.
- (ii) Shall possess requisite qualification (educational and age eligibility) shown at para 4 & 5 above.
- (iii) Be able to read and write and speak Odia; and have
  - (a) Passed middle School Examination with Odia as a Language subject; or
  - (b) Passed Matriculation or equivalent examination with Odia as medium of examination in non-language subject; or
  - (c) passed in Odia as language subject in the final examination of class VII from a school or educational institution recognised by the State Government or the Central Government, or Passed a test in Odia in Middle English School Standard conducted by the School & Mass Education Department;
- (iv) Be of good mental condition and bodily health and free from any physical defect likely to interfere with the discharge of his duties in the service.
- (v) If married, must not have more than one spouse living:

## 7. Examination Fee:

The candidates other than SC , ST& PWD category have to pay examination fee of Rs.100/-. The fees can be deposited either through online or offline mode using the Treasury Portal or by the conventional mode of deposit in the Treasury.

7(1)\* In case of e-payment the applicant is required to log on to [www.odishatreasury.gov.in](http://www.odishatreasury.gov.in) or access through the link available in the OSSC portal.

\* She/He will click on the option of e-Payment and choose the option '**Other Deposit**'

\* The details of the challan will be filled in by the applicant

\* She/He will choose the option for making the payment either through online or over the Bank counter mode of payment. In either case on submission of valid information, a **Challan Reference ID** will be generated.

7(2)\* For online payment, the payment will be made through Net Banking of the designated banks or through Debit Card. On successful payment, an e-Challan will be generated from the Treasury portal.

7(3)\* For over the Bank counter mode of deposit, the applicant will choose any designated Bank provided in the Treasury Portal and then proceed to the Bank branch where Offline payment of Government receipt is accepted. **(The list of Bank branches for making offline payment is available at the Treasury Portal).**

\* On receipt of the payment, the depositor copy of the Challan form will be handed over to the depositor by the Bank.

\* The challan will be deposited under the Head of Account-**“0051-PSC-104-UPSC/SSC-Examiantion Fees-0047-Fees collected for conducting examinations-02041-Examiantion Fees”**.

\* The applicant will fill in the challan **reference ID and date** in the online application.

7(4) The candidate has also the option to deposit the fee through **the conventional mode into the Treasury** under the Head of Account-0051-PSC-104-UPSC/SSC-Examiantion Fees-0047-Fees collected for conducting examination-02041-Examiantion Fees”. In this case the candidate has to mention the Treasury Challan No. and date in the online application.

\* **SC , ST & PWD candidates are exempted from paying examination fee.**

**8. Certificates / documents to be submitted along with the detailed application form ( DAF) by the candidates .**

- (a) Hard copy of the application referred to at 1(c) above
- b) Candidates of UR, SEBC shall enclose original e-challan receipt/original Treasury Challan (deposit's copy)
- (c) Candidates of SC & ST category shall enclose self attested photocopy of caste certificate issued by the competent authority.
- (d) Candidates of SEBC category should enclose self attested photocopy of valid SEBC certificate recently issued not before six months by the competent authority from the last date of the submission of on line Application Form as per this Advertisement.

- (e) Self attested photo copy of HSC or equivalent certificate & mark sheet in support of declaration of age issued by the concerned Board/Council.
- (f) Self attested photocopy of +2 Arts/Science/Commerce or equivalent certificate & mark sheet.
- (g) Self attested photo copy of Degree in Engineering/Diploma in Engineering certificate and mark sheets.
- (h) In case of Ex-servicemen, an attested copy of identity card and the documents indicating the period of service rendered in armed forces along with an undertaking that he has not availed of the benefit as Ex-serviceman for his employment earlier.
- (i) Self attested copy of Identity card issued by competent authority in case of Persons With Disability
- (j) Self attested copy of Identity card issued by Sports & Youth Service Department incase of Sportsman.
- (i) Candidates have to submit a certificate either of passing HSC examination with Odia as a compulsory subject, or in lieu thereof a certificate of passing a language test in Odia of M.E. standard/Class-VII issued by concerned Board/Council.

#### 9. (I) Plan of Examination.

- |       |  |            |
|-------|--|------------|
| (i)   | Preliminary written examination(qualifying nature)-400 marks |            |
| (ii)  | Main written examination                                     | -300 marks |
| (iii) | Viva-voce test   | -30 marks  |

**(i)Preliminary Examination** (will be conducted depending upon the number of candidates)

The preliminary examination will comprise 100 questions (4 marks each) with 400 marks of one hour duration in one sitting on General Awareness in OMR sheet/Online. The questions will be of objective type with multiple choice of answers and will cover subjects like General Science ,Current events, Geography, Economic Planning & Development, India Polity, basic knowledge in Engineering, Arithmetic (HSC standard), problem solving and test of reasoning. The preliminary examination is only of qualifying nature. For each wrong answer 1 mark will be deducted from the marks secured. There will be no deduction for not attempting any question.

**(ii) Main written examination**

Candidates in the ratio of upto 12 times of the number of vacancies of each category will be short listed to appear in the Main written examination on the basis of marks secured in the preliminary examination. The subjects, pattern of questions, marks and duration of main written examination will be as follows.

**Paper-1** -(General English & Odia Language) -100 marks -2 hours duration  
(Descriptive type)

- (a) General English (Grammar, Composition,  
Comprehension , précis, Essay)- 50 marks -1 hour
- (b) Odia Language ( Grammar, Essay /letter,  
Comprehension, Retranslation) - 50 marks -1 hour

**Paper-II-** Technical Subject (in OMR sheet)/Online 200 marks - 2 hours duration.

The questions in the technical subject may cover basic knowledge in Engineering and entrepreneurship management concept prescribed for 1<sup>st</sup> & 2<sup>nd</sup> semester course under BPUT for Degree/Diploma Engineers such as Mathematics, Physics, Chemistry, Mechanics, Basic Electronics, Basic Electrical Engineering, Thermodynamics /entrepreneurship & Industrial & personal Management

**D. Viva-voce Test**

Candidates numbering up to three times the number of vacancy of each category will appear the viva-voce test. Full mark of viva-voce test is 30 .

**10. PLACE AND DATE OF WRITTEN EXAMINATION:**

The date/time/ venue of the written examination will be conveyed to the eligible candidates in the admission letters, in due course which will be downloaded by the eligible candidates by accessing the Commission's website from a date to be notified later. The list of admitted & rejected candidates shall be displayed in the said website simultaneously from that date.

**12. Admission letter:-**

The Commission shall upload the Admission letter of this recruitment examination at different stages ( preliminary exam / main written exam/ Physical test etc) of the admitted candidates on its Website. "[www.odishassc.in](http://www.odishassc.in)". The candidate has to log on to the website of the Commission by clicking on the button '**candidates login**' and then provide

'user Id' and 'password' upon which the status of the application will be displayed on the screen. If the application has been rejected the same would be indicated along with grounds of rejection. Then the eligible applicant has to click on "**Download Admit Card**" and the requisite Admission letter can be downloaded. The candidates are advised to download their respective Admission letters and take print out thereof. The admitted candidates will **have to produce the admission letter at the allotted venue for appearing in the examinations/tests.** The admission letter will carry intimation about the date, time and venue of the examination, and will bear the photo and signature of the candidate and facsimile signature of the Secretary of Commission.

**No Admission Letter/ call letter at any stage will be despatched to any candidate by post.**

#### **14. Select list**

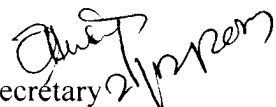
The select list shall be prepared, category wise taking into account the sum total of marks secured by the candidates in the written examination, and viva-voce test taken together in order of merit.

#### **15. Results:**

The results of the selected candidates will be published as per the vacancy advertised in due course in the Commission's website.

- **NOTE:- Blue/Black ball point pen only should be used for answering (ovalling) in OMR sheet, whiteners/erasers should not be used in the OMR sheet.**
- **The candidates are required to visit the website of the Commission at '[www.odishassc.in](http://www.odishassc.in)' for detailed information about the programme of the examination/viva-voce test etc. , notice regarding rejection of the application, other important notices etc. and also keep track of publication of various notices of this recruitment to be published in the leading local daily news papers for information.**
  - **WARNING**
- **Mobile phone or any other communication device is not allowed into the premises of the OSSC examination centre. The candidates are advised not to bring any such banned items to the examination centre venue. Any infringement of these instructions will entail debarment of the concerned candidate from the examination.**

By order of the Commission

  
Secretary