



GOVERNMENT OF NCT OF DELHI

Delhi Subordinate Services Selection Board

FC-18, INSTITUTIONAL AREA, KARKARDOOMA, DELHI-110092

Website: www.dsssb.delhigovt.nic.in

No. F.1 (343)/DSSSB/P&P/2017/Advt./750

Dated: 18/07/2017

Vacancy Notice

ADVERTISEMENT NO.01/17

IMPROTANT NOTE:- Only online applications will be accepted. Applications received through any other mode shall be summarily rejected

The opening date, closing date of application and post-wise break-up of vacancies are as under:-

Opening Date of Application:-01/08/2017

Closing Date of Application:-21/08/2017

Online Applications are invited for recruitment to the following posts under various departments of Govt. of NCT of Delhi and its autonomous bodies:-

S.No.	Post Code	Name of the Post	Name of Deptt.	Gr oup	Grade Pay	Vacancy							
						UR	OBC	SC	ST	Total	PH	ExSM	Sports Person
1	1/17	LDC	DAMB	C	1900	22	04	08	0	34	01	0	0
2	2/17	Grade-IV (DASS)	Services Deptt.	C	1900	262	135	63	20	480	15	48	24
3	3/17	Grade-II (DASS)	Services Deptt.	C	4600	108	70	27	16	221	07	22	11
4	4/17	Statistical Assistant	Planning Deptt.	B	4200	79	100	46	35	260	16	0	0
5	5/17	Junior Engineer (Civil)	DAMB	C	4200	05	0	0	0	05	0	0	0
6	6/17	Draughtsman Grade-III	DJB	C	2400	27	16	05	04	52	03	01	0
7	7/17	Field Assistant	Food Safety Deptt.	C	2000	05	03	01	01	10	0	01	0
8	8/17	Food Safety Officer	Food Safety Deptt.	B	4200	01	03	01	0	05	0	0	0
9	9/17	Librarian	DTTE	C	4200	04	01	0	01	06	01	01	0
10	10/17	Librarian	Dte. Of Training	B	4200	01	0	0	0	01	0	0	0

Candidates must apply online through the website <http://dssbonline.nic.in> .The closing date for submission of online application is upto 5 P.M. on 21/08/2017 after which the link will be disabled. Applications received through any other mode would not be accepted and summarily rejected.

Sd/-
(Kisalay Kr. Singh)
Supdt. (P&P)

The details regarding name of the post(s), post code, number of vacancies, educational qualifications, experience required, pay scale, age limit etc. as per the Recruitment Rules provided by the user department are as under:-

Post Code:- 1/17	Name of the post:-	Lower Division Clerk Delhi Agricultural Marketing Board
Number of Vacancies:-	(Total-34)- (UR-22, OBC-04, SC-08) including PH(VH) -01.	
Educational Qualification:-	Essential:-	1. 12 th class pass or equivalent qualification from a recognized Board or university. 2. A typing speed of 35 w.p.m. in English typing or 30 w.p.m. in Hindi on Computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word).
Experience:-	Desirable:- Nil Essential:- Nil Desirable:- Nil	
Pay Scale:-	₹ 5200 -20200 + Grade Pay 1900 Group: 'C'	
Age Limit:-	18-27 years, Age Relaxable to SC/ST/OBC/Deptt. Candidates//PH/Exsm/Sports persons/Widow/divorced women in Accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is suitable for PH (OA,OL,BL,OAL,HH,B.&LV) candidate as per requisition of user department.		
R.No.	12011/59/2006/DAMB/Estt./1679	Dt. 20/02/2017
Post Code:- 2/17	Name of the post:-	Grade-IV (DASS) Services department
Number of Vacancies:-	(Total-480)- (UR-262, OBC-135, SC-63, ST-20) including PH-15, EXsm-48 & Sports persons-24.	
Educational Qualification:-	Essential:-	1. 12 th class or equivalent qualification from a recognized Board or university. 2. A typing speed of 35 w.p.m. in English or 30 w.p.m. in Hindi on computer (35 w.p.m. and 30 w.p.m. correspond to 10500 KDPH/9000 KDPH on an average of 5 key depressions for each word).
Experience:-	Desirable:- Nil Essential:- Nil Desirable:- Nil.	
Pay Scale:-	₹ 5200 -20200 + Grade Pay 1900 (Level -2 of Pay Matrix Rs. 19900-63200/-) Group: 'C'	
Age Limit:-	Not exceeding 18-27years, Age Relaxable to SC/ST/OBC/Deptt. Candidate/PH/Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is identified suitable for PH (OA,OL, OAL, BL,B.LV & HH) candidate as per requisition of user department.		
R.No.	F.14(6)/1/2017/Rectt./S-III/1582	Dt. 24/04/2017
Post Code:- 3/17	Name of the post:-	Grade-II (DASS) Services Deptt.
Number of Vacancies:-	(Total-221)- (UR-108, OBC-70, SC-27, ST-16) including PH-07(OH-02, HH-03, VH-02), EXsm.- 22, Sports person-11.	
Educational Qualification:-	Essential:-	1 Degree from a recognized university in Arts/Commerce/Science or Agriculture .
Experience:-	Desirable:- (i) Knowledge of Hindi. Essential:- Nil Desirable:- Nil.	
Pay Scale:-	₹ 9300-34800 + Grade Pay 4600 (Level 07 of the Pay Matrix i.e. Rs. 44900-142400) Group: 'C'	
Age Limit:-	20-27 years, Age Relaxable to SC/ST/OBC/ Deptt. Candidate/PH//Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is identified suitable for PH (OL.OA.BL.OAL.B.LV. HH) candidate as per requisition of user department.		
R.No.	F.3(1)(36)/2017/S-II/1831	Dt. 24/04/2017
Post Code:- 4/17	Name of the post:-	Statistical Assistant

		Planning Deptt.
Number of Vacancies:-	(Total-260)- (UR-79, OBC-100, SC-46, ST-35) including PH (OH-02, HH-05, VH-04 & Autism/Multiple disability -05).	
Educational Qualification:-	Essential:- 1. Post Graduate Degree in Statistics/Operational research /Mathematical Statistics/Applies statistics Or Post Graduate Degree in Economics/Mathematics /Commerce (with Statistics as one of the subject / papers in Post Graduation/Graduation level). Desirable:- (i) Working knowledge of Computers.	
Experience:-	Essential:- Nil Desirable:- Nil	
Pay Scale:-	₹ 9300 -34800 + Grade Pay 4200 Group: 'B'	
Age Limit:-	18-30 years, Age Relaxable to SC/ST/OBC/ Deptt. Candidate /PH/Widow/Divorced/ in Accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is identified suitable for PH(OH, HH, VH)/ Autism/Multiple disability candidate as per req. of user deptt.		
R.No.	F.9(17)/2017/CC/Plg./3652	Dt. 13/06/2017
Post Code:-	5/17	Name of the post:- Junior Engineer (Civil) Delhi Agricultural Marketing Board
Number of Vacancies:-	(Total-05)- (UR-05)	
Educational Qualification:-	Essential:- Diploma in Civil Engineering from a recognized university/Institution or equivalent. Desirable:- Nil	
Experience:-	Essential:- Two years' building Constructions/Civil Development works. Desirable:- Nil	
Pay Scale:-	₹ 9300-34800 + Grade Pay 4200 Group: 'C'	
Age Limit:-	18-27 Years, Age Relaxable to SC/ST/OBC/ Deptt. Candidate/PH//Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time..	
This post is identified suitable for PH (OH-OA,OL, BL & HH) candidate as per requisition of user deptt.		
R.No.	F. No.12011/66/12/DAMB/Estt/16636	Dt. 22/09/2015
Post Code:-	6/17	Name of the post:- Draughtsman Grade-III Delhi Jal Borad
Number of Vacancies:-	(Total-52)- (UR-27, OBC-16, SC-05 & ST-04) including PH (HH-02, OH-01) and ExSM-01.	
Educational Qualification:-	Essential:- 1. Matriculation or equivalent from a Board or institution recognized by state/central Govt. 2. 02 years diploma in Draftsmanship from a recognized institution. Desirable:- Nil.	
Experience:-	Essential:- Nil Desirable:- Nil	
Pay Scale:-	₹ 5200- 20200 + Grade Pay 2400 Group: 'C'	
Age Limit:-	18-27 years, Age Relaxable to SC/ST/OBC/ Deptt. Candidate/PH//Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is identified suitable for PH (HH&OH-OA,OL,BL) candidate as per requisition of user deptt.		
R.No.	F. No.DJB/AC(T)/DSSSB/DM-III/2015-16/48288	Dt. 12/05/2016
Post Code:-	7/17	Name of the post:- Field Assistant Deptt. Of Food Safety
Number of Vacancies:-	(Total-10)- (UR-05, OBC-03, SC-01 & ST-01) including ExSM-01.	
Educational Qualification:-	Essential:- 1. Matriculation /High School Pass from a recognized institute/Board. Desirable:- Experience of sealing & packing of Articles preferably food products.	
Experience:-	Essential:- Nil Desirable:- Nil	
Pay Scale:-	₹ 5200- 20200 + Grade Pay 2000 Group: 'C'	
Age Limit:-	18-27 years, Age Relaxable to SC/ST/OBC/ Deptt. Candidate/Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time..	
This post is identified not suitable for PH candidate as per requisition of user department.		
R.No.	F. DoFS-109(13)/1/2016-Admin. Branch/9213	Dt. 12/01/2017
Post Code:-	8/17	Name of the post:- Food Safety Officer

		Deptt. Of Food Safety
Number of Vacancies:-	(Total-05)- (UR-01, OBC-03, SC-01).	
Educational Qualification:-	Essential:- 1. A degree in food technology or dairy technology or bio technology or oil technology or agriculture science or veterinary sciences or bio chemistry or micro biology or Master degree in Chemistry or Degree in Medicine from recognized university or Any other equivalent/recognized qualification notified by Central Govt. 2. Successfully completion of training as specified by Food Authority in a recognized institute or institutions approved for the purpose.	
	Desirable:- Nil.	
Experience:-	Essential:- Nil Desirable:- Nil	
Pay Scale:-	₹ 9300-34800 + Grade Pay 4200 Group: 'B'	
Age Limit:-	Not exceeding 30 years, Age Relaxable to SC/ST/OBC/ Deptt. Candidate/Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is not identified suitable for PH candidate as per requisition of user department.		
R.No.	F. DoFS-109(13)/1/2016-Admin. Branch/9407	Dt. 17/01/2017
Post Code:-	9/17	Name of the post:- Librarian
		Dte. Of Training & Technical Education
Number of Vacancies:-	(Total-06)- (UR-04, OBC-01,ST-01)including PH (OH)-01 and ExSM-01.	
Educational Qualification:-	Essential:- 1. (i) Graduate from a recognized university with diploma in Library Science. (ii) One year's professional experience. OR, 2. Bachelor in Library Science.	
	Desirable:- Speed of 30 w.p.m. in Typewriting on Computer.	
Experience:-	Essential:- Nil Desirable:- Nil	
Pay Scale:-	₹ 9300-34800 + Grade Pay 4200 Group: 'C'	
Age Limit:-	Below 37 years, Age Relaxable to SC/ST/OBC/ Deptt. Candidate/PH//Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is identified suitable for PH (OH- OA,OL,OAL) candidate as per requisition of user department.		
R.No.	F.32(11)/Trg-Admn./91/67/690	Dt. 31/01/2017
Post Code:-	10/17	Name of the post:- Librarian
		Dte. Of Training
Number of Vacancies:-	(Total-01)- (UR-01).	
Educational Qualification:-	Essential:- Bachelor's degree in Library science or Library and Information science of a recognized university/institute. Desirable:- Diploma in computer application from recognized university or institute.	
Experience:-	Essential:- Two years professional experience in a library under central/state government/autonomous or statutory organization/PSU/university or recognized research or educational institution. Desirable:- Nil	
Pay Scale:-	₹ 9300-34800 + Grade Pay 4200 Group: 'B'	
Age Limit:-	Not exceeding 30 years. Age Relaxable to SC/ST/OBC/ Deptt. Candidate/PH//Exsm/Sports persons/Widow/divorced women in accordance with the instructions / orders issued by Govt. of India from time to time.	
This post is identified suitable for PH (HH & OH- OA,OL) candidate as per requisition of user department.		
R.No.	F.1(17)(3)/UTCS/Rectt./Admin./1398	Dt. 14/02/2017

NOTE :

1. The candidates must apply **Online** only. **No other mode of application** shall be accepted.
2. The candidates must read the **INSTRUCTIONS FOR APPLYING ONLINE** carefully, which are available on the website of the Board, before filling up Online Application Form for the post(s) concerned.
3. Benefit of reservation for various categories i.e. SC/ST/OBC etc. shall be given as per the policy of Govt. of NCT of Delhi.
4. The successful candidates will be required to submit legible Self attested copies of the documents, Admit Card alongwith the hard copy of printout of online application form at the time of verification of documents (any information contained in the attached certificates shall not be considered unless it is claimed in the application form).
6. The centers for holding the examination will be in Delhi only.
7. The candidates must carry **Aadhaar Card** to the examination centre, failing which they shall not be allowed to appear for the examination.

1. EXAMINATION FEES AND MODE OF PAYMENT: ₹ 100/- (One Hundred only)

- a) Women candidates and candidates belonging to Schedule Caste, Schedule Tribe, Physically Handicapped & Ex-serviceman category are exempted from paying Application fee.
- b) Ex-servicemen who have already secured employment in civil side under Central Government on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are NOT eligible for fee concession.**
- c) The candidates submitting their application online should pay the requisite fees only through SBI e-pay. Other mode of payment will not be considered and the application of such candidates will be rejected outrightly and payment made shall stand forfeited.
- d) Fee once paid will not be refunded under any circumstances.

2. MODE OF SELECTION: The selection shall be made through **One Tier** and **Two Tier examination** scheme and Skill Test wherever applicable.

*** Examination Scheme :**

DSSSB will conduct One Tier and Two Tier Examination for the post codes as per examination scheme given in **Annexure-I**. However, DSSSB reserves the right to change/amend the examination scheme, if so required, any time before the examination.

Note:

- (i) The Examination questions will be bilingual (Hindi & English) except for the Language papers which would be in the language concerned only.
- (ii) There is no provision of re-evaluation/re-checking of Answer Sheets/Answer Scripts in respect of the examinations conducted by DSSSB.
- (iii) The DSSSB reserves the right to cancel/withdraw any question/questions from the Test.
- (iv) The Board has fixed the minimum qualifying marks for different categories (UR/SC/ST/OBC/PH/EXSM) in order to achieve qualitative selection and to recruit the best talent available and the same is available on the website of the Board, however, cutoff marks for selection in different categories may go higher depending upon the marks obtained by the candidates and number of vacancies.
- (v) The Board makes provisional selection of the candidates on the basis of information provided in the application and documents/certificates provided by the candidate at the time of submission of document and recommends the same to the indenting/user department. Further the Appointing Authority i.e. the indenting/user department verifies and satisfies itself about the authenticity of documents/certificates and eligibility as per the Recruitment Rules before finally appointing the candidate(s). Therefore, the provisional selection of a candidate does not confer upon him/her any right of appointment unless the Appointing Authority is satisfied, after such inquiry as may be considered necessary, that the candidate is suitable in all respects for appointment to the post.
- (vi) In case of combined examination for more than one related posts the preference order of the posts by the candidate will be obtained at the time of document verification.
- (vii) If there are two or more candidates in the same category having equal marks in the examination, the candidate older in age will get preference. In case of further tie, candidate having higher marks in Section "A" of the test shall be preferred.
- (viii) In case of Combined Examination of common posts, the result of earlier post code shall be processed first.
- (ix) **The Board may shortlist the candidates for written examination on the basis of marks in qualifying exam (as per essential qualification given in RRs) in case there are a large number of candidates.**
- (x) Candidates may apply for more than one post codes but The Board may hold the examinations of two or more different post codes on the same day and candidate may opt to take the examination of any one post code only.

3. SYLLABUS: (for One Tier and Two Tier Examination Schemes)

One Tier (G/T) Examination:-

Section-A:

- (i) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment around him/her and its application to society. The questions will be designed to test knowledge of Current Events and of such matter of everyday observation as may be expected of an educated person. The test will also include questions relating to History, Polity, Constitution, Sports, Art & Culture, Geography, Economics, Everyday Science, Scientific Research, National/International Organizations /Institutions etc.
- (ii) **General Intelligence & Reasoning Ability:** The syllabus of General Intelligence & Reasoning Ability includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iii) **Arithmetical & Numerical Ability :** The test of Arithmetical and Numerical Abilities will cover Number Systems including questions on Simplification, Decimals, Data Interpretation, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs etc.
- (iv) **Hindi Language & Comprehension and English Language & Comprehension:** In addition to the testing of candidate's understanding and comprehension of the English and Hindi Languages, questions on its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be covered.

SECTION B (Applicable only for one Tier Technical only): Post specific subject related questions: Objective Type Multiple Choice Questions on the subject concerned as per the qualification prescribed in the Recruitment Rules for the post.

□ □ Two Tier Examination Schemes:

I. Syllabus of TIER-I Exam will be same as of One Tier exam.

II. Syllabus of TIER-II Exam:

A. Part-I (MCQ/Objective type)

- (i) General Intelligence & reasoning ability - same as in One Tier exam but with slightly higher level
- (ii) Quantitative Aptitude - In addition to Arithmetical and Numerical Abilities as in tier-I with slightly higher level, there will be questions on data interpretation & Analysis.
- (iii) General Awareness in addition to topics given for Tier-I there shall be question on history, culture, demography, geography & economy of Delhi, Administrative set up and Governance in NCT of Delhi, various schemes of Delhi Govt.
- (iv) English language & Comprehension - same as in tier-I but with slightly higher level

4. ELIGIBILITY CRITERIA:

- (i) The candidate must be a citizen of India.
- (ii) The educational qualification, age, experience etc. as stipulated in advertisement shall be determined as on the closing date of submission of application.

5. RESERVATION BENEFITS:

- (i) Reservation benefits will be available to the SC/ST/OBC/Physically Handicapped & other special category candidates in accordance with the instructions / orders / circulars issued from time to time by the Govt. of Delhi. The reservation benefits under SC/STs shall be admissible as per judgment dated 12/09/2012 of Hon'ble High Court of Delhi as passed in WP(C)No. 5390/2010, CM No. 20815/2010 – Deepak Kumar and Ors Vs District and Sessions Judge, Delhi and Ors. However, this shall be further subject to policy decision of Govt. of Delhi.
- (ii) Candidates who wish to be considered against reserved vacancies and /or to seek age relaxation, **must be in possession of relevant certificates (SC/ST/OBC/Non Creamy layer/PH/Educational/Experience etc.) issued by the competent/notified authority (in prescribed format) on or before the cutoff date (closing date of advertisement)** otherwise their claim for any category will not be entertained and their applications will be considered against Un-reserved (UR) category vacancies, if eligible otherwise.
- (iii) Only OBC (Delhi) candidates will be given the benefit of reservation/age relaxation under OBC category. **OBC (Outside) candidates will be treated as Unreserved candidate and they must apply under UR category.** The OBC candidates must be in possession of non-Creamy layer certificate, along with his/her caste certificate.
- (iv) **Only following two types of certificates will be accepted as valid certificates for grant of benefit of reservation to OBCs:-**
 - (A) OBC certificate (Delhi) issued by the Revenue Department of GNCT of Delhi, on the basis of a old certificate issued to any member of individual's family from GNCT of Delhi.
 - (B) OBC certificate issued by a competent authority outside Delhi to a person belonging to a community duly notified as OBC by GNCT of Delhi. This certificate should have mandatorily been issued on the basis of OBC certificate issued by Govt. of NCT of Delhi

to a family member of the concerned person who had been residing in Delhi before 08/09/1993.

- (v) A Candidate belonging to SC/ST/OBC who is selected on the same standard as applied to general category candidates and who appears in the general merit list is treated as own merit candidate. Such candidate is adjusted against unreserved point of the reservation roster. Only such SC/ST/OBC candidates who are selected on the same standard as applied to general candidates shall not be adjusted against reserved vacancies. In other words, when a relaxed standard is applied in selecting an SC/ST/OBC candidate, for example in the age limit, experience, qualification, permitted number of chances in written examination, extended zone of consideration larger than what is provided for general category candidates, etc., the SC/ST/OBC candidates are to be counted against reserved vacancies. Such candidates would be deemed to be unavailable for consideration against unreserved vacancies.

6. AGE RELAXATION:

S.NO.	CATEGORIES	EXTENT OF AGE CONCESSION
1.	SC/ST	05 years
2.	OBC	03 years
3.	PH	10 years
4.	PH + SC/ST	15 years
5.	PH + OBC	13 years
6.	Departmental candidate with at least three years continuous service in Govt. of NCT of Delhi/its local or autonomous bodies.	Upto 05 years for Group 'B' posts (which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of post.) Upto 40 years of age (45 years for SC/ST, 43 years for OBC) for Group 'C' post (which are in the same line or allied cadres).
7.	Meritorious Sports Persons	Upto 05 years (10 years for SC/ST and 08 years for OBC candidates)
8.*	Ex-Servicemen Group C & B (Non-Gazetted)	Period of Military service plus 3 years
9.	Disabled Defence services personnel (Group "C")	45 years (50 years of SC/ST, 48 years for OBC)
10.	Widows/ divorced women/ women judicially separated and who are not re-married (for Group 'C' posts)	Upto the age of 35 years (upto 40 yrs for SC/ST & 38 for OBC)

(Note:- This will be regulated as per DOPT Guidelines.)

- (i) Any specific age relaxation provided in the Recruitment Rules for posts of MCDs, NDMC and Autonomous Bodies of Government of Delhi shall be applicable in respect of those particular posts.
- (ii) In Recruitment Rules of the posts of MCDs, NDMC and Autonomous bodies of Government of Delhi; wherever it is mentioned that age relaxation shall be given as per Government of India instruction, the age relaxation given here-in-above shall be applicable.
- (iii) An Ex-serviceman who has already secured employment under the Central Government/Delhi Govt. or its autonomous/local bodies in Group C and D will be permitted the benefit of age relaxation as prescribed for ex-servicemen for securing another employment in higher grade or cadre in Group C and D. However, such candidate will not be eligible for benefit of reservation.
- (iv) In case of physically handicapped/person with disability, relaxation in age-limit shall be applicable irrespective of the fact whether post is reserved or not, provided the post is identified suitable for persons with disabilities.
- (v) If a person with disability is entitled to age concession by virtue of being a Central Government employee, concession to him/her will be admissible either as a 'person with disability' or as a 'Central Government employee' whichever may be more beneficial to him/her.

7. GENERAL INSTRUCTIONS FOR CANDIDATES

- (i) The vacancies advertised are provisional and liable to vary. In case the vacancy position is reduced to any number or even nil by the user department, Board is not liable to compensate the applicant for any consequential damage/ loss. The vacancies in equivalent/ comparable posts can also be filled through this advertisement.
- (ii) The Board reserves the right to reject the candidature of any ineligible candidate at any stage of recruitment.

- (iii) The Board reserves the right to cancel a part of or entire process of examination or a part of it due to administrative reason(s) and in case of unfair means, cheating or other irregularities/malpractice noticed by the Board. The Board also reserves the right to cancel or set up a new examination centre and divert the candidates to appear at that examination centre if required.
- (iv) The Board reserves the right to cancel any centre of exam and ask the candidates of that centre to appear at another centre. The Board also reserves the right to direct candidates of any centre to some other centre to take the Exam. No request for change in date, time and centre of exam will be accepted under any circumstances.
- (v) The Board reserves the right to change or make amendment in the examination scheme, given in Annexure-I, any time before the examination, if so required.
- (vi) The candidature of the candidate to the written Examination is entirely provisional and subject to the outcome of any direction/ decision/ order/ pronouncement of any Court of Law and mere issue of Admit Card or appearance at Examination does not entitle him/her to any claim for the post.
- (vii) The DSSSB reserves the right to cancel or modify the advertisement or part of it at any stage. The number of vacancies is provisional and subject to change (increase or decrease).
- (viii) Abbreviations used are denoted as under:
- (ix) UR-Unreserved (General), SC- Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Classes, PH-Physically Handicapped, OH-Orthopedically Handicapped, HH-Hearing Handicapped, BL- Both Leg, OA- One Arm, OL- One Leg, OAL- One Arm & One Leg.
- (x) The educational qualification, age, experience and other eligibility conditions against the post shall be determined as on the closing date of online submission of application.
- (xi) Use of Calculator, Laptop, Palmtop, other Digital Instrument/ Mobile/ Cell phone, Pager/electronic watches etc. is/ are not allowed. In case any candidate is caught/found to be in possession of any gadget/instrument, he/ she would be debarred from the examination and legal proceedings shall also be initiated against the candidates.
- (xii) Candidates are advised not to bring any of the above gadgets in the exam. Centre as no arrangements for keeping or for security of these items would be available at the centers.
- (xiii) In case there is any discrepancy among the English, Hindi, Urdu and Punjabi version of advertisement/ information, the English version will be treated as final.

8. If any candidate uses offensive/abusive/foul language / obscene picture he/she will be liable for necessary penal action under relevant provision of the IT Act.

9. The policy of DSSSB regarding following issues, is available on the website of the Board:

- I. Cancellation of candidature.
- II. Special and common instructions to Physically Handicapped/persons with disability candidate.
- III. Action against candidate found guilty of misconduct.
- IV. Decision of the Board.
- V. Minimum Qualifying Marks
- VI. Court's jurisdiction.

Annexure-I

Tier	Posts Code	Exam. Code	Time	Total Ques. MCQ	Total Marks (MCQ)	Total Marks (Descript.)	Grand Total	Syllabus
One Tier (General)	1/17, 2/17, 7/17	I-T-G	2 hrs.	200	200	N.A.	200	(i) General Awareness 35 Marks (ii) Mental Ability & Reasoning 35 Marks (iii) Numerical Ability & Data interpretation 35 Marks (iv) Test of Hindi Language 35 Marks (v) Test of English Language 35 Marks (vi) Basic familiarity with computers, internet, social media and office automation 25 Marks
One Tier (Technical)	4/17, 6/17, 9/17, 10/17	I-T-T	2 hrs.	200	200	N.A.	200	A). 1. General Awareness. 2. General Intelligence & Reasoning ability. 3. Arithmetical & Numerical Ability. 4. Test of Hindi Language & Comprehension. 5. Test of English Language & Comprehension. (20 Marks each) B). Objective type multiple choice questions on the subject concerned as per the qualification prescribed for the post. (100 Marks)
Two Tier (General)	3/17	II-T-G	Tier-I	200	200	N.A.	200	1.General Awareness. 2. General Intelligence & Reasoning ability. 3. Arithmetical & Numerical Ability. 4. Test of Hindi Language & Comprehension. 5. Test of English Language & Comprehension. (40 Marks each)
			2 Hrs.					
			Tier-II	150	150	NA	300	(i) General Awareness :- 75 Marks (ii) Mental Ability & Reasoning :- 75 Marks
			3 Hrs. Paper-I 1hr.30min Paper-I 1hr.30min	150	150			(iii) English Language and comprehension :- 75 Marks (iv) Numerical Aptitude & Data Interpretation :- 50 Marks (v) General Computer Knowledge :- 25 Marks
Exit Exam (Qualifying)	1 Hr.	----	----	100	100	Essay/Expansion of Ideas, Precise writing/summarizing, Letter/Application writing.		
Two Tier (Technical)	5/17, 8/17	II-T-T1	Tier-I	200	200	NA	200	A). 1. General Awareness. 2. General Intelligence & Reasoning ability. 3. Arithmetical & Numerical Ability. 4. Test of Hindi Language & Comprehension. 5. Test of English Language & Comprehension. (20 Marks each) :100 Marks B). Subject / Qualification Related Paper :100 Marks
			2 Hrs.					
			Tier-II	200	200	NA	200	A). Subject / Qualification 150 Marks (150 Question) Related Paper (75% weightage)
			2 Hrs.				B). English Language & Comprehension 50 Marks (50 Question) (25%weightage)	

NOTE:

- (i) Negative Marking will be applicable and deduction of 0.25 marks will be made for each wrong MCQ answer.
- (ii) The Board reserves its right to prescribe a minimum cut off mark for any post as per availability of candidates.
- (iii) Candidates numbering 6 to 10 times of vacancies will be called for Tier – II examination subject to number of vacancies / applicants.
- (iv) For the post of Grade-II(DASS), based on the merit in Tier-II examination, candidates will be instructed to upload their documents on the website of the Board. For candidates found eligible after verification of documents, numbering 1.25 times of vacancies exit exam shall be conducted so as to fill vacancies and prepare waiting panel. All those who qualify in Exit Exam/Writing Skill test shall be provisionally selected or shall be part of the waiting panel as per the vacancy.
- (v) Skill test / Endurance test will be taken as per requirement of job.
- (vi) In Two Tier examinations, Tier I exam to be used for short listing only. Selection will be made on the basis of marks obtains in Tier II Examination.
- (vii) The Board at its discretion may dispense with the Tier-I exam and directly conduct the Tier-II examination incase the number of eligible candidates/applicants for the post codes whose examination schemes are Two Tier is lesser in number (i.e. not very high).