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

AdvertisementNo.IIE-144/2021- 4319/OSSC **Date:23.12.2021**

For recruitment to the post of **Sub-Inspector of Excise** as Initial Appointees under Excise Commissioner, Odisha, Cuttack.

(POST CODE –196)

Website: www.ossc.gov.in

IMPORTANT:

- **Online Applications are invited from intending candidates to fill up 87(eight Seven) posts of sub-Inspector of Excise under Excise Commissioner.**

	Start Date	Closing Date
Online Registration	09.03.2022	08.04.2022
Online Payment of Examination Fees	09.03.2022	08.04.2022
Submission of Online Application Form	09.03.2022	22.04.2022
Mode of apply	Online Mode only through the website www.ossc.gov.in. No Physical copy/Hard copy of the online application form need to be submitted by the applicant.	

- **Candidates must register their valid e-Mail Id and Mobile number while applying for the post and keep the same active till completion of the recruitment process to receive important messages from the Commission relating to this recruitment.**

- **Candidate to be eligible to apply for the post must have passed Bachelor's Degree in any discipline from a recognized University.**

- **The prescribed age limit for the post is from 21 years to 38 years as on 01.01.2021 with usual age relaxation for SC, ST, SEBC, Women, Ex-Serviceman & In-service contractual employees as per details furnished in clause-5(a) of the advertisement as per the provision of Odisha Civil Service fixation of upper age limit Amendment Rules-2022 notified vide Notification No. 771-GAD-SC-Rules-0008/2016/Gen dt. 11.01.2022.**

- **PwD candidates are not eligible for the post.**

- **The appointment will be initially as Initial Appointees carrying a consolidated pay of Rs.15000/-per month in the first year as per Govt. in G.A. & P.G. Department Notification No.28621/Gen dated 27.10.2021. The pay is subject to revision as per decision of the Government of Odisha from time to time.**

- **The candidates applying for the post must go through this detailed advertisement and ensure that they fulfil all the eligibility criteria prescribed for the post as laid down in this advertisement. Admission of a candidate for the written examination & other tests shall be provisional and shall be on the basis of the information furnished by him/her in the online application form.**

- **Appointment to the post shall be guided by Odisha Group-C and Group-D Posts (Contractual Appointment) Rules, 2013 notified vide Govt. in G.A. Department Notification No. GAD-SC-Rules-0009-2013-32010/ Gen dated 12.11.2013 & subsequent amendments.**

- **The written examination will be through CBRE(Computer Based Recruitment Examination)mode. If the examination is conducted in multiple batches Commission will adopt normalization process as per the advisory Notice No. 2444/OSSC dt.2.9.2021 (available in the website of the Commission) for processing the result so as to offset the difficulty level that may arise in such use of multiple set of question papers in the said examination.**

- **No Call letter/Admission letter for the recruitment at any stage shall be sent to candidates by post. The candidates are therefore advised to be in constant touch with the Commission's website www.ossc.gov.in to know about the status of their applications and date of Examination, publication of result etc.**

- **If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her online application is false/incorrect or the candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria prescribed for the post, his/her candidature for the examination will be cancelled forthwith and he may be debarred from appearing any further recruitment examination conducted by OSSC either temporarily or permanently.**

1. How to apply:

a. The applicants have to go through the Detail Advertisement before filling up the online application form.

b. Aspirants have to apply online using the official website of the Commission www.ossc.gov.in.

c. All eligible candidates have to register themselves by clicking on "**APPLY ONLINE**" button in the Home page of the Commission's website www.ossc.gov.in.

d. Those candidates who are applying for the first time have to register for the post by clicking on "**NEW USER**" button shown on the screen. On submitting the registration form a User Id and Password will be generated.

e. On clicking "New user" or "Registered User" instruction for filling up the Online Registration/ Re-registration and Application Forms shall appear on the computer screen. These instructions are to be read carefully before proceeding for filling up the Application Form.

f. Step by step procedure for registration/re-registration can be viewed by clicking on **"Instruction to fill up Online Application Form"**.

2. Pre-requisites for filling up Online Application Form

a. Applicants should possess and maintain a valid e-Mail Id and Mobile Number for accessing the OSSC web portal and to make Online Registration/Re-Registration and filling the Online Application Form. **Candidates should keep that e-mail Id and Mobile Number (given during registration) active to receive all important communication from the Commission till publication of the final result of this recruitment exam. Change of Mobile No/ E-mail Id is not permissible once the same has been registered for recruitment of a particular post/Service.**

b. Recent Passport size Colour Photograph of the Applicant, scanned in "jpg/jpeg" format between ranges of 20 kb to 100kb shall be kept handy for uploading during Registration for any post.

c. Full Specimen Signature & Left /Right Thumb Impression of the Applicant, scanned in "jpg/jpeg" format between ranges of 20 kb to 50kb shall be kept handy for uploading during Registration.

d. Applicants shall keep their required Certificates, Mark sheets & other documents ready as per Clause-8 of the advertisement while filling up the details of the educational qualification & other fields during filing of Online Application Form. The applicants shall have to upload the scanned certificate & mark sheet of HSC, +2 & Degree in pdf format between ranges from 100 kb to 500 kb.

e. Applicants should enter the Aadhar number in the appropriate field in the online application form.

f. SC/ST/SEBC category candidates need to submit detail information of the valid online Caste Certificate issued by competent Authority in the online application form. But if the valid online Caste Certificate issued by the competent Authority is not in possession with the candidate at the time of submission of the online application form, he/she must give self declaration in the format appended to the online application form.

g. Candidate claiming age relaxation under "**Ex-Serviceman**" category need to upload any of the Ex-Servicemen Documents i.e. **Discharge Certificate/ Identity card/ PPO (wherein the date of entry, date of discharge and period of service** rendered in Defence Forces have been reflected). Ex-Servicemen who are going to retire within six months from the closing date of online application may apply for the post by obtaining "No Objection Certificate" from the appropriate authority mentioning therein the date of appointment, date of retirement and years of service rendered in Defence Forces. However such candidates have to submit the discharge certificate on the date of certificate verification for considering their claims under Ex-Serviceman category.

The scanned document must be in "Pdf" format between ranges of 100kb to 500 kb.

h. **In-service contractual employees of Government Offices** claiming age relaxation (maximum age limit 45 years as on 01.01.2021) as per Govt. in G.A. Department Notification No.GAD-SC-Rules-0061-2013-1147/Gen dtd.17.01.2014 for the Group-B Post/ Notification No.GADSC-Rules-0009-2013/32010/Gen dtd.18.11.2013 for GrouP 'C' & 'D' posts and who have completed minimum one year of continuous service prior to commencement of Odisha Group- B/ Group-C& D posts Contractual Appointment Rules, 2013 must possess the required certificate issued by the concerned employer in the proforma prescribed by the Commission vide Advisory Notice No.3568/OSSC dated 01.11.2019 available in the website of the Commission **www.ossc.gov.in**. They shall have to fill in the detail information like Name of the Employer, Scheme of appointment, date of appointment, whether covered under Category-I/Category-II (as per clause-8 of Odisha Group-B/Group-C & D Contractual Appointment Rules-2013), FD Approval/Concurrence No. in the online application form. The candidate has to produce the certificate issued by the employer in the prescribed format, as prescribed in the above Advisory Notice along with original documents during Certificate Verification for consideration of his/her claim under Contractual in-service benefits.

The candidate should ensure that the scanned Photograph and full Signature, Left/Right Hand Thumb Impression and other relevant documents must be clearly identifiable/ visible, otherwise the registration and application shall be liable for rejection and no correspondence on this account shall be entertained.

Candidates must submit correct data /information in the Online Application Form basing on which the candidate shall be allowed to appear the examination. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her online application is false/incorrect or the candidate has suppressed any relevant information or the candidate otherwise does not satisfy the eligibility criteria prescribed for the post, his/her candidature for the post will be cancelled forthwith and he may be debarred by the Commission from any future recruitment examination to be conducted by OSSC.

3. Number of posts to be filled up and reservations :

(a) As per the requisition received the detail category wise break up of vacancies for the post of Sub Inspector of Excise is as follows:-

Category	No. of vacancy
UR	46(W-15)
SEBC	15(W-05)
SC	11(W-04)
ST	15(W-05)
Total	87(W-29)

NOTE: - SC-Scheduled Caste
ST-Scheduled Tribe
SEBC-Socially and Educationally Backward Class
UR- Unreserved
W-Women

3(b) Reservation of vacancies against special category:

Ex-Servicemen- 03
Sports Person- 01

NOTE: PwD candidates are not eligible for the post.

The number of vacancies and other conditions of Vacancies to be filled up on the basis of this recruitment are subject to change without any prior notice as per discretion of the Commission/ the Requisitioning Authority and the Government.

4. Remuneration and condition of Service:-

The appointment to the post shall be guided by Odisha Group-C and Group-D posts (Contractual Appointment) Rules, 2013 notified vide G.A. Department Notification No.GADSC-Rules-0009-2013/32010/Gen dtd.18.11.2013 and subsequent amendments. On appointment as "Initial Appointee" the candidate will get a consolidated remuneration of Rs. Rs.15000/-per month (for the first year) as per Govt. in G.A. & P.G. Department Notification No.28621/Gen dated 27.10.2021. The pay is subject to revision as per decision of the Government of Odisha. The conditions of service shall be guided by Odisha Sub-Ordinate Excise Service(Method of Recruitment and Condition of Service of Inspector of Excise) Amendment Rules,1990 and the Odisha Sub-Ordinate Excise Service (Appointment of Sub-Inspector of Excise by Promotion and by Direct Recruitment) Regulations, 1980.

5. Eligibility:

(a) Age:

The minimum age for the post is 21 years and the maximum age is 38 years as on 01.01.2021 to be eligible to apply for the post as per the provision of Odisha Civil Service (Fixation of upper age limit) amendment Rules, 2022 Notified vide Notification No.771-GAD-SC-RULES-0008/2016/Gen dated 11.01.2022. The upper age limit is relaxable by five (5) years for candidates belonging to SEBC, SC, ST & all Women candidates & the total period of service rendered in defence service in case of Ex-servicemen. However, a candidate can only avail 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 2nd January, 1983 and not later than 1st January 2000.** The persons in Defence Forces having more than six months to retire/ discharge from the forces as on the last date of the submission of online application are not eligible to apply as Ex-serviceman for the post. However such candidates have to submit the discharge certificate on the date of certificate verification for considering their claims under Ex-Serviceman category.

NOTE: Border Security Force, Indian Coast Guard, CRPF and other Para Military Forces are not within the definition of Ex-Servicemen.

NOTE:- Once an Ex-Serviceman has joined the Govt. Service in civil side after availing the benefit as an Ex-Serviceman for his re-employment, his ex-serviceman status for the purpose of re-employment in Govt. Jobs shall cease to exist. He can avail age relaxation only. However as per clause-4 of the O.M No. 36034/2014-Estt.(Res) dt.14 August,2014 of Ministry

of Personnel, Public Grievances and Pensions, Department of Personnel & Training, Government of India, if an Ex-Serviceman applies for various posts before joining any civil employment, he/she can avail of the benefit of reservation as ex-serviceman for any subsequent employment, provided the applicant as soon as joins any civil employment, should give self declaration/ undertaking to the concerned employer about the date-wise details of application for various posts for which he/she had applied for before joining. The applicant should furnish the copy of the declaration duly endorsed by his present employer on the date of Document Verification for consideration of the claim under Ex-Serviceman category.

However, the upper age limit is relaxable for in-service contractual employees engaged by the Govt. or through manpower service provider agencies in the State Govt. offices or the State Govt. of Odisha who have completed at least one year of continuous service on the date of publication of Odisha Group-B/ Group-C & D posts contractual appointment rules,2013 as per the provisions of "Odisha Group-B/ Group-C & D posts (Contractual Appointment) Rules, 2013" and as amended up to date. As such they must be less than 45 years as on 01.01.2021. They should submit the required proof from their employer as per Clause-7(ix) of the Advertisement at the time of document verification. No claim for Contractual In-Service benefits will be considered if the information is not furnished in the prescribed format.

5(b) Date of Birth entered in the High School Certificate Examination by the Board of Secondary Education, Odisha or equivalent Certificate issued by the recognised Board/Council/ by an Indian University as equivalent there to shall only be acceptable by the Commission.

5(c) GENERAL CRITERIA OF ELIGIBILITY:-

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) Be able to speak, read & write Odia.

(iii) Be of good moral character & conduct.

(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.

(vi) Candidate must have passed Middle School Examination with Odia as a language subject, or have passed High School Certificate Examination or equivalent examination with Odia as a subject/medium of examination in non-Language subject, or have passed in Odia as a language subject in the final examination of Class VII or above or have passed a test in Odia in M.E. School Standard conducted by the School & Mass Education Department.

5(d) Minimum Educational qualification:

The candidate must have passed Bachelor's Degree in any discipline from a recognised University.

6. Examination Fee:

The candidates other than SC/ST category have to pay a non-refundable examination fee of Rs. 200/-. The fees can be deposited only through online mode using Internet Banking/Debit Card/Credit card/UPI/other available payment methods linked with the online application form. On clicking the payment option through any of the above option of payment the candidate will be moved to treasury portal and the amount will be deducted from candidates account and will be deposited in the Head of "0051-00-104-0047-02041-000". Candidates are advised to keep with them the copy of the e-receipt as a token successful payment of required examination fee for future reference.

Applications without payment of examination fees (except SC/ST candidates) will be taken as incomplete and shall be liable for rejection.

7. Detailed Application Form(DAF) to be submitted at the time of Certificate Verification:

The candidates are required to submit their Original certificates/documents before the verification Board (to be constituted by the Commission) for necessary verification. However the candidates has to submit the self attested photocopies of the same.

i. Copy of the Online Application ink signed by the candidate at the appropriate place.

ii. HSC certificate & mark sheet or equivalent certificate in support of Date of Birth, issued by the concerned Board/Council.

iii. +2 certificate & marksheet or equivalent certificate.

iv. Bachelor Degree certificate & mark sheet.

v. Candidates claiming age relaxation/reservation under ST/SC/SEBC category must submit valid caste certificate issued by the competent authority for the purpose of employment/service.

vi. Candidates have to submit certificate of either passing HSC examination with Odia as a compulsory subject, or in lieu thereof a certificate of passing Odia of M.E. standard issued by competent authority.(Refer to clause-5(c)(vi) of the advertisement)

vii. Ex-Servicemen candidates claiming age relaxation/reservation must submit discharge certificate, identity card and document indicating the date of enrolment, Date of Discharge and period of service rendered in defence forces. Ex-Serviceman candidates have also to furnish a declaration to the effect that they have earlier not availed the benefit of Ex-Serviceman in Civil post.

viii. Sports Person candidates claiming reservation must submit Sports I-card issued by Sports & Youth Services Department, Government of Odisha.

ix. The In-Service Contractual employees claiming age relaxation must submit a copy of his/her Appointment Order along-with a certificate from the employer indicating therein the Date of Appointment, Period of Service completed, Post held, Nature of post, Scheme under which appointed whether covered under Category-I /category-II (as per clause 8 of Contractual Appointment Rules-2013), FD approval/ Concurrence No. & date to fill up the post and No Objection to appear the examination in the format prescribed by the Commission in Advisory Notice No. 3453/OSSC dated 24.10.2019. The candidate has to submit the related documents for verification during Certification Verification.

8. Plan, pattern and syllabus of Examination :-

The recruitment examination will consist of three stages as per the details given below.

Stages of Exam	Type of Exam	No. of Papers & Name of Subjects	No. of Questions & Marks allotted	Duration	Remarks
Stage-I	Written Exam	One Paper (Composite Paper) General English-25 marks Odia Language-25 marks. General studies-50 marks.	100 Questions 100 marks	1&1/2 hours	Questions will be of objective type with multiple choice of answers. The examination will be conducted in CBRE Mode /OMR Sheet. Candidates about five (5) times of the vacancies in order of merit category wise will be shortlisted for Physical Measurement & Physical Test. There will be negative marking @ 0.25 marks for each wrong answer.
Stage-II	Physical Standard Measurement and Physical Test	-	-	-	Qualifying in nature The candidates qualifying in physical measurement shall be eligible to appear the physical test. The candidates qualifying both in the Physical Measurements & Physical Test will be called for Certificate Verification.
Stage-III	Certificate Verification	-	-	-	The candidature of the candidates will be rejected who will remain absent in Certificate verification on the stipulated date & time. No request for change of date & time will be entertained.

8(a). Syllabus of composite paper:-

General English (25 Marks)-The questions will include grammar, usage & vocabulary from HSC standard.

Odia Language (25 marks)-The questions will include grammar, usage & vocabulary from HSC standard.

General Studies- (50 Marks)

(i) Socio economic Scenario
(ii) Art &Culture of India with special reference to Odisha
(iii) History & Geography of India with special reference to Odisha
(iv) Reasoning ability and quantitative aptitude.
(v) Indian polity & Governance
(vi) Current Events of national & International Importance, Environmental issues & Human Rights

The questions on General Studies will be as expected from a Graduate having the knowledge in the matter/subject.

8(b). Physical Standard Measurement & Physical Test:-

Candidates about five 5) times of the vacancies in order of merit category wise will be shortlisted for Physical Measurement & Physical Test.

Physical Standard Measurement

Category	Height	Weight	Chest (Unexpanded)	Chest (Expanded)
General/SEBC (Men)	168 cm	55kg	79cm	84cm
General/SEBC(Women)	155cm	47.5cm	-	-
SC/ST(Men)	163cm	50kg	76cm	81cm
SC/ST(Women)	150cm	45kg	-	-

Physical Measurement and Physical Test are qualifying in nature. Candidates who have qualified in the physical standard measurement will be required to undergo Physical Test.

Failure in any of the physical measurement and physical test prescribed will lead to disqualification of the candidate. He/she shall not be allowed to appear the further physical measurement/test & Certificate Verification.

Physical Test

Item of physical test	Men(all category)	Women(all category)
i. Running one mile i.e 1600 metre	In 8 minutes	In 10 minutes
ii. Cycling one mile i.e 1600 metre	In 5 minutes	In 7 minutes
iii. Running over low hurdles	2 feet 6 inches height,110 metres with 10 flights in 25 seconds	02 feet height, 80metres with 10 flights in 30 seconds
iv. Broad jump	12feet length in 3attempts	9 feet length in 3 attempts
v. Swimming test	qualifying	qualifying

- The Physical Test Board constituted by the Odisha Staff Selection commission shall conduct the Physical measurements and Physical Test. The decision of the Board shall be final.

Candidates should appear in the Physical Test at their own risk. The Commission will not take any responsibility nor will accept any liability for any injury, damage or any type of loss that may occur to a candidate during the course of physical Test. The candidate applying for the post should satisfy themselves that they are physically and mentally fit to undertake the physical test. Further, the candidates applying for the post must keep themselves fit to attend the Physical Test prescribed as and when conducted by the Commission after the main written examination. No request(s) for change of date of Physical Test will be entertained by the Commission.

9. PLACE AND DATE OF WRITTEN EXAMINATION:

The Date, Time & Venue of the Written Examination, Physical Standard Measurement & Physical Test & Certificate Verification will be conveyed to the eligible candidates in the Admission Letters in due course through a Notice in the website of the Commission which will be downloaded by the candidates to appear the examination/test. This Notice will also be published in two leading local dailies. Alert message will be also sent to candidates in their registered e-mail Id/mobile number. Candidates after applying for the post are advised to keep constant touch with the website of the Commission to know further details about the examination.

10. Admission Letter:-

The Commission shall upload the Admission letter of this recruitment examination at different stages (Written examination, Physical Standard Measurement & Physical Test & Certificate Verification) of the admitted candidates on its Website **www.ossc.gov.in.** Alert message regarding different stages of the examination will also be sent to the admitted candidates at different stages in the mobile number Registered by the candidate in the on-line application form. *As such the candidates have to log on to the website of the Commission by clicking on the button 'candidate's login' and then provide 'user Id' and 'password' upon which the status of the application will be displayed on the screen. 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 examination centre 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 scanned photograph and scanned signature of the candidate with facsimile signature of the Secretary of Commission.*

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

11. **Certificate Verification:-** The candidates qualifying both in the Physical Measurements & Physical Test will be called for Certificate Verification. The candidature of the candidates will be rejected who will remain absent in Certificate Verification and their cases shall not be considered while preparing the merit list. Certificate Verification will be done to determine the eligibility of the candidates in all respect for the post as regards to age, educational qualification, caste, special category etc. with reference to their original certificates/documents.

12. **Select list**- The merit list of candidates who are found suitable in certificate verification shall be prepared basing on their marks secured in the Written Examination. The select list shall be prepared from the said merit list, in order of merit, category wise equal to the vacancies notified.

NOTE: -

i. **The candidates are required to be in constant touch with the official website of the Commission 'www.ossc.gov.in' to know detailed information about the programme of the examination other important notices etc. and also keep track of publication of various notices of this recruitment to be published in the leading local daily newspapers.**

ii. **It is binding on the candidates to appear every Stage of examination. The candidature of the candidate shall be rejected if he/she fails to appear in any of the stage of recruitment examination and will not be allowed for subsequent stages of examination.**

iii. **The candidate should furnish correct Mobile Number and e-Mail Id for sending SMS and other relevant information relating to this recruitment. The Mobile No. & e-Mail Id should remain active till completion of the recruitment process to avoid non receipt of message from the Commission regarding the Examination.**

WARNING

Mobile phone or any other electronics devices are strictly prohibited in the premises of the examination centre. The candidates are advised not to bring any such banned items to the examination centre. Any infringement of these instructions might entail debarment of the concerned candidate from the examination.

By order of the Commission

Secretary