



ODISHA PUBLIC SERVICE COMMISSION

Advertisement No. 01 of 2018-19

Recruitment to the post of **Associate Professor in Psychiatric Social Work** in Group – 'A' of State Service for Mental Health Institute, S.C.B. Medical College & Hospital, Cuttack under the Health & Family Welfare Department.

WEBSITE – www.opsconline.gov.in or www.opsc.gov.in

Online Applications are invited Online from the eligible candidates through the proforma Application to be made available on WEBSITE (<http://opsconline.gov.in>) from **13.04.2018 to 14.05.2018** for recruitment to the post of Associate Professor in Psychiatric Social Work in the pre-revised scale of pay of Rs.37,400/- to Rs.67,000/- with AGP Rs.9,000/- in Group-'A' of State Service for Mental Health Institute, SCB Medical College & Hospital, Cuttack as per revised guidelines of R.C.I. Rules, 2009 under the Health & Family Welfare Department. The post is temporary and likely to be permanent. The online application must be followed by submission of hard copy of the same along with copies of certificates/documents by the last date fixed.

2. **VACANCY POSITION:** As per requisition filed by the Health & Family Welfare Department, the vacancy position as given below:-

Total No. of Vacancy

01

Category of vacancy

UR-01

The number of vacancies to be filled up on the basis of this recruitment is subject to change by Government without notice depending upon administrative exigencies at the discretion of the State Government.

3. **EDUCATIONAL QUALIFICATION & EXPERIENCE:-** The details of qualification & Experience for the post of Associate Professor is mentioned below:-

Academic Qualification	Teaching Experience	Research Publications
(i) At least 55% in M.A./M.Sc. Degree in Sociology or Social Work from any Govt./UGC recognized Institution. (ii) M. Phil in Psychiatric Social Work from any Govt./UGC recognized Institution. (iii) Ph.D. in Psychiatric Social Work/Sociology/Applied Psychology/Rehabilitation Psychology/ Psychiatry from any Govt./UGC recognized Institution.	5 years teaching experience either as Lecturer or as Assistant Professor from any Govt./ UGC recognized Institution.	Three research publications in indexed journal as first/corresponding author.

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4. **AGE:** - A candidate must have attained the age of 21 years and below 50 years as on the 1st day of January, 2018. i. e. he/she must have been born not earlier than 02.01.1968, and not later than 01.01.1997. Age relaxation shall be as per Government Rules prescribed for the purpose.

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

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

5. **APPLICATION FEE:**

A candidate is required to pay a non-refundable and non-adjustable fee of Rs.200/- (Rupees two hundred) only. **Candidates belonging to Scheduled Caste / Scheduled Tribe of Odisha and Person with disability [whose disability is more than 40% (forty percent)] are exempted from payment of this fee.**

6. **METHOD OF SELECTION:**

The selection of candidates for recruitment to the posts will be made on the basis of career Assessment and *Viva Voce* test. The Commission at their discretion may short-list the candidates to a reasonable number, for conducting interview by making a preliminary selection on the basis of evaluation of their academic career taking into account the requisite minimum educational qualification.

The career weightage shall be 40% for P.G. and 20% each for graduation, Intermediate/+2 & Matriculate/H.S.C.

7. **OTHER ELIGIBILITY CONDITIONS:**

- (i) The candidate must be a citizen of India;
- (ii) The candidate must be of (a) good moral character, and (b) sound health, good physique and active habits and free from organic defects or bodily infirmity so as not to create an impairment in the due discharge of duties;
- (iii) The candidate must be able to speak, read and write Odia fluently and must have passed at least an examination in Odia language equivalent to that of Middle English School Standard conducted by the Board of Secondary Education, Odisha; or the Education Department of Government of Odisha or any other Board or Council of Secondary Education approved by the Government of Odisha in support of passing of Odia Language Test (M.E. School standard);
- (iv) A candidate, who has more than one spouse living, will not be eligible for appointment unless the State Government has exempted his/her case from operation of this limitation for any good and sufficient reasons;
- (v) Government servants, whether temporary or permanent, are eligible to apply provided that they possess the requisite qualification and are within the prescribed age-limit as provided under Para-3 & 4 of the Advertisement. They must inform their respective Heads of Offices/Departments in writing regarding submission of their applications for this recruitment and obtain "No Objection Certificate";
- (vi) If a candidate has at any time, been debarred for a certain period/chance(s) by the Odisha Public Service Commission or other State Public Service Commission or U.P.S.C. from appearing at any examination/interview, he/she will not be eligible for such recruitment for that specified period/chance(s);

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- (vii) **Only those candidates, who possess the requisite qualification, within the prescribed age limit and fulfill other eligibility conditions etc. by the closing date of receipt of online application, will be considered eligible;**
- (viii) A candidate who claims change of his/her name after having passed the H.S.C. Examination, is required to furnish copy of publication of the changed name in the leading local daily newspaper as well as copy of notification published in the Odisha Gazette in support of his/her change of name.
- (ix) Every candidate selected for appointment shall be examined by the Medical Board as prescribed by the Government. A candidate, who fails to satisfy the Medical Board, shall not be appointed;

8. IMPORTANT POINTS TO BE NOTED:

- (i) A candidate found guilty of seeking support for his/her candidature by offering illegal gratification or applying pressure on any person connected with the conduct of the recruitment process or found indulging in any type of malpractice in course of the selection or otherwise, shall, in addition to rendering himself/herself liable to criminal prosecution, be disqualified not only for the recruitment for which he/she is a candidate, but also may be debarred, either permanently or for a specified period, from any recruitment or selection to be conducted by the Commission;
- (ii) The provisions of the Odisha Conduct of Examination Act 1988 (Odisha Act-2 of 1988) are applicable to the examination conducted by the Odisha Public Service Commission.
- (iii) **Applications submitted to OPSC, if found to be incomplete in any respect, are liable to rejection without entertaining any correspondence with the applicants on that score;**
- (iv) Admission to interview will be **provisional**. If on verification at any stage before or after the interview, it is found that a candidate does not fulfil all the eligibility conditions, his/her candidature will be liable to rejection. Decision of the Commission in regard to eligibility or otherwise of candidate shall be final.
- (v) This advertisement should not be construed as binding on the Government to make appointment;
- (vi) Concessions meant for S.C., S.T. & SEBC **by Birth** are admissible to the Scheduled Caste, Scheduled Tribe and Socially & Educationally Backward Classes of **Odisha** only;
- (vii) Candidates are required to take due care to annex with the printout/hard copy of online applications, the copies of certificates and other requisite documents as stated under Para-9 of this advertisement.
- (viii) All persons appointed under the Government of Odisha on or after 1st January, 2005 shall not be eligible for pension as defined under Sub-rule(1) of Rule-3 of the Odisha Civil Service (Pension) Rules, 1992; but shall be covered by the defined Contributory Pension Scheme in accordance with the Odisha Civil Services (Pension) Amendment Rules, 2005 or any other Rules.
- (ix) **Any misrepresentation or suppression of information by the candidate in the online application and in the hard copy of application, will result cancellation of his/her candidature or penalty, as decided by the Commission will be imposed on the candidate.**
- (x) Mere empanelment in the select list shall not confer any right for appointment unless the Government is satisfied after making such enquiry as may be deemed necessary that the candidate is suitable in all respects for appointment to the Service.

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- (xi) If a candidate furnished more than one application the Commission will consider the information/date of the latest application with higher ID Number.

9. **CERTIFICATES/DOCUMENTS TO BE ATTACHED:**

Candidates are required to submit along with the printout/hard copy of online applications, true copies of the following documents duly attested by the candidate. The candidates are also required to mention on each document "submitted by me" and put their full signature with date on the same. They must not attach original certificates to their applications. Only those, who are called for the interview/v.v. test, will be required to bring with them the original certificates, mark-sheets etc. of the attested copies for verification at the time of interview.

Further, if a candidate fails to furnish any of the original documents in respect of the attested copies submitted with the application form for verification on the date of interview before the interview starts, he/she shall not be allowed to appear at the interview and his/her candidature will be rejected.

- (i) H.S.C. or equivalent certificate in support of declaration of age issued by the concerned Board/Council;
- (ii) Intermediate/+2 Exam. certificate issued by the concerned University/Council;
- (iii) Degree Certificate issued by the recognised University;
- (iv) Master Degree Certificate issued by the recognized University.
- (v) M. Phil Certificate in Psychiatric Social Work issued by the Govt./UGC Recognized Institution.
- (vi) Ph.D. Certificate in Psychiatric Social Work/Sociology/Applied Psychology /Rehabilitation Psychology/Psychiatry issued by the Govt./UGC Recognized Institution.
- (vii) Mark-sheets in support of all the aforesaid examinations (i.e. from H.S.C. to M.Phil) passed including fail marks, if any, issued by the concerned Board/Council/University;

NOTE: (a) Candidates who have not been awarded percentage of marks, but only "GRADE MARKS", should, along with their applications, produce the Conversion Certificate from the concerned University indicating the actual equivalent percentage of marks and the conversion formula, failing which, their applications are liable to be rejected.

(b) While filling up the relevant box of the online application form, the candidate has to mention the marks secured in each Semester/Annual Examination leading to award of Degree (except marks in Extra optional/4th optional subject).

- (viii) Certificates in support of teaching experience from any Govt./UGC recognised institution.
- (ix) "No Objection Certificate" from the Head of Office/Head of the Department in case of Government servant.
- (x) Two numbers of recent passport size photographs (unsigned & unattested), which has been uploaded, with online Application Form.
- (xi) Certificates of character and conduct from the Principal/Proctor/Dean or Professor in charge of Teaching Department of the College or University in which he/she last studied;
- (xii) Caste Certificate **by birth** in support of claim as S.C./S.T./S.E.B.C., wherever applicable (Please see Note-1);
- (xiii) Required Odia Test Pass Certificate issued by the competent authority, certificate/document showing "had odia"/ "studied odia"/ "learned odia"/ "taken odia" will not be accepted.

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- (xiv) OPSC copy of chalan showing payment of Application Fee, wherever applicable.
- (xv) Discharge Certificate of Ex-Serviceman issued by the Commanding Officer of the Unit last served, wherever applicable; Ex-servicemen must submit an Affidavit undertaking that he has not been appointed against Civil post after retirement from Military Service, wherever applicable;
- (xvi) Disability Certificate (indicating percentage of permanently disability) issued by the concerned Medical Board, wherever applicable;
- (xvii) If a candidate claims to possess qualification, equivalent to the prescribed qualification, the rule/authority (With Number and date) under which it is so treated, must be furnished with the Application Form. Certificate, when obtained from University has to be countersigned by Registrar/Vice Chancellor.
- (xviii) Copies of the Research Publications along with copies of the cover page of the Journal.
- (xix) The candidates must take utmost care in filling up marks secured and maximum marks for each year. The career evaluation will be done as per the data furnished by the candidates. Any mistake in filling up the marks will be at the risk of the candidates.

NOTE-1:

Candidates claiming to be belonging to S.C./S.T./S.E.B.C. category by birth are required to submit copy of the relevant Caste Certificate issued by the competent authority in the prescribed form. Candidates of SEBC category (other than Creamy Layer) must submit copy of Caste Certificate issued by the competent authority within the last three years from the date of advertisement in the prescribed form.

- (i) Women candidates belonging to S.C./S.T./S.E.B.C. are required to submit Caste Certificates by birth showing "daughter of" Caste Certificates by virtue of marriage (i.e. showing "wife of") are not acceptable and candidates submitting such certificate will be treated as belonging to UR category (if within age).
- (ii) OBC CERTIFICATES **WILL NOT BE ACCEPTED** IN LIEU OF SEBC CERTIFICATES AND CANDIDATES SUBMITTING OBC CERTIFICATES WILL BE TREATED AS UR CANDIDATES, (IF WITHIN AGE).
- (iii) Candidate if submits S.E.B.C. certificate which is more than three years old as on the date of advertisement, will be treated as U.R. category, IF COMES WITHIN THE PRESCRIBED AGE LIMIT.
- (iv) Community (Caste status) once mentioned by the candidates shall not be changed under any circumstances.

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

NOTE -2:

Degree Certificate, Caste Certificate, Odia Test Pass Certificate, Discharge Certificate of Ex-Serviceman and Disability candidate of PWD (indicating % of candidates permanent disability) must have been issued by the competent authority within the last date fixed for receipt of online applications.

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10. **"GROUNDS OF REJECTION OF APPLICATION"**

Applications of the candidates will be rejected by the Commission on any of the following grounds:-

- (i) Incomplete online application form. Late receipt of hard copy of the online Application.(beyond the last date fixed).
- (ii) Non-receipt of hard copy of online application.
- (iii) Declaration not signed (full signature) by the candidate in the hard copy of online application form; Age limit of candidate not coming under Para-4 of the Advertisement. (Overage relaxation shall not be allowed to PWD candidates with less than 40% disabilities/temporary disability).
- (iv) Non-Payment of Application Fee (wherever applicable), as provided under Para-5 of the Advertisement.
- (v) Odia Test (M.E. standard) not passed. Odia Test Pass evidence not furnished as required under Para-7 (iii) and Para-9 (xiii) of the Advertisement.
- (vi) No required educational qualification/experience as provided under Para-3 of the Advertisement.
- (vii) Submission of wrong information /false information about qualification/ experience/age/O.T. pass evidence/category status (SC/ST/SEBC/PWD/ Ex-serviceman/Woman etc)
- (viii) Non-submission of copies of Certificates/documents/Mark sheets/Corrosion Formula as provided under Para-9 of the Advertisement.
- (ix) Suppression of facts/ information about eligibility, if any.
- (x) Any other grounds as per decision of the Commission.
- (xi) Application submitted by the candidate to OPSC, if found to be incomplete in any respect and at any stage.
- (xii) If a candidate fails to furnish any of the original certificates and documents for verification on the date fixed by the Commission.
- (xiii) Application received through any other mode (except online through the Proforma Application to be made available on **WEBSITE of OPSC**).

N.B:- Application/candidature of a candidate will be rejected at any stage of recruitment process, when discrepancy is noticed /detected.

11. **HOW TO APPLY:**

- a) Candidate must go through the details of this Advertisement available in the Website of the OPSC before filling up online application.
- b) Candidates must apply online through the website <http://opsconline.gov.in>. Applications received through any other mode will not be accepted and summarily be rejected.
- c) Before filling up the online application form, the candidates must go through the following documents available at OPSC portal.
 - i. Instruction to fill up online application.
 - ii. Guidelines for scanning and Uploading of Photograph, Full Signature & Left hand Thumb Impression.

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- d) Candidates are required to upload the scanned image of the latest passport size photograph (JPG format) along with scanned image of his/her full signature and scanned image of Left Hand Thumb Impression (L.T.I.) in the online application form. Uploaded photograph, specimen (full) signature and L.T.I. must be clearly identifiable/ visible, otherwise the application of the candidate is liable to be rejected by the Commission and **no representation from the candidate will be entertained.**
- (e) Candidates should keep at least two copies of the latest passport size photograph, which is uploaded on the online application form, for future use.
- (f) On successful submission of the Online Application Form, a Unique Registration ID will be displayed on the screen as well as on the top of the application form. Candidates are required to take printout of the finally submitted online application form and put their signature under the declaration for submission to OPSC along with copies of requisite certificate & documents.
- (g) Candidates are required to send the Printout/Hard copy of the filled in Online Application **duly signed under the declaration** along with OPSC copy of Fee deposit Chalan (wherever applicable) and copies of required certificates & documents etc., as provided under Para-9 of this Advertisement, by Registered Post/Speed Post/Courier Service to the Special Secretary, Odisha Public Service Commission, 19, Dr. P.K. Parija Road, Cuttack -753001 so as to reach the same in the office of the OPSC **on or before the closing date fixed for receipt of Hard Copy/ Print Copy of the online Application.** Application without signature under the declaration will be liable for rejection.
- (h) The envelope containing the printout/hard copy of the Online Application along with requisite certificates and documents must be superscribed **"Application for the post of Associate Professor in Psychiatric Social Work"** and Advertisement No. **01 of 2018-19** Application received after the closing date shall not be entertained. The Commission will not take any responsibility, if the Application is not received in time.
- (i) **The candidates are advised to submit the Online Application well in advance without waiting for the closing date to avoid last hour rush.**
- (l) Certificate of admission to the examination/interview to the eligible candidates will be uploaded in the website of the OPSC prior to the date of examination / interview which will be published in the website and Newspapers. **The candidates are required to download their Admission Certificates/ Intimation letters for v.v.test from the website of the Commission and produce the same for admission to the interview. No separate correspondence will be made on this score.**

12. **FACILITATION COUNTER AND WEBSITE FOR GUIDANCE OF CANDIDATES :-**

For any technical guidance on filling up of online application form, the candidates may contact facilitation counter of O.C.A.C.(Odisha Computer Application Centre) over Toll free No. **1800 345 6770 or 155335** between 10.30. A.M. to 1.30 P.M. and 2.00 P.M. to 5.00 P.M. on any Odisha Government working day.

Regarding difficulty in payment of fee, if any, the candidates may contact SBI over Telephone No. **0671-2368267 and 9437039604.**

In case of any guidance/information on this advertisement and recruitment, candidates may go through the FAQ available in the website of the Commission or contact the O.P.S.C. Facilitation Counter over Telephone No. **0671-2304141/ 2305611 and Extn.-227 Odisha Government** on any working day between 10.30 A.M. to 1.30 P.M. & 2.00 P.M. to 5.00 P.M.

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The candidates are required to visit the Website of the Commission at www.opsconline.gov.in OR www.opsc.gov.in for detailed information about important Notice, rejection of application the date & time of interview and also to keep track of publication of various Notices to the effect in the leading local daily newspapers for information.

CLOSING DATES

(A) ONLINE APPLICATIONS SHALL BE AVIALABLE IN THE WEBSITE FROM **13.04.2018 TO 14.05.2018** TILL 11.59 P.M.

(B) LAST DATE FOR RECEIPT OF APPLICATION FEE AT ANY BRANCH OF STATE BANK OF INDIA IS **17.05.2018**.

(C) LAST DATE FOR RECEIPT OF HARD COPY/PRINT COPY OF APPLICATION ALONG WITH REQUIRED DOCUMENTS IS **24.05.2018 TILL 5.00 P.M.**

NB: THE ONLINE APPLICATIONS, IF FOUND DEFFECTIVE IN ANY RESPECT, ARE LIABLE TO BE SUMMARILY REJECTED.

CUTTACK

DATE: _____

17/05/18
SECRETARY
ODISHA PUBLIC SERVICE COMMISSION,
CUTTACK.