

MEGHALAYA PUBLIC SERVICE COMMISSION
SHILLONG

No. MPSC/ADVT-38/1/2016-2017/54

Dated Shillong, the 25th March, 2017

On behalf of the government departments concerned, Applications (Off-line/Online) in the Commission's prescribed form AF-I are invited from genuine citizens of India who are desirous to apply as per the terms and conditions of this Advertisement for recruitment to the various categories of posts specified in the table below.

Application will be received up to **5:00 P.M.** on **5th May, 2017** and no application will be entertained after the closing date.

PARA 1: LISTS OF POSTS

***** IMPORTANT:** It is mandatory for the applicant to have acquired the requisite educational qualification prescribed for the post, as on the last date fixed for submission of applications.

The date on which an applicant is deemed to have acquired the requisite educational qualification shall be the **Date on which the result of the last examination** for such qualification / degree is declared by the Universities / Board / Institutions.

Sl no	Name of Posts, Pay Scale and Required Qualification	No. of Vacancies	Age & Relaxation as on 1.1 2017
1.	Assistant Engineer (Civil) under PHE Department. Rs 17,000 – 470 – 20290 – EB – 560 – 25330 – 760-33690 /-pm Graduate in Engineering (Civil) from a recognised University (or have passed in Section A and B or AMIE India Civil)	7	Candidates should not be less than 18 years and not more than 27 years. Upper age limit is relaxable by 5years for candidates belonging to SC/ST who are permanent residents of the state of Meghalaya
2	Assistant Engineer (Electrical) under PHE Department. Rs 17,000 – 470 – 20290 – EB – 560 – 25330 – 760-33690 /-pm Graduate in Engineering (Electrical) from a recognised University (or have passed in Section A and B or AMIE India Electrical)	7	Candidates should not be less than 18 years and not more than 27 years. Upper age limit is relaxable by 5years for candidates belonging to SC/ST who are permanent residents of the state of Meghalaya
3	Assistant Engineer (Mechanical) under PHE Department. Rs 17,000 – 470 – 20290 – EB – 560 – 25330 – 760-33690 /-pm Graduate in Engineering (Mechanical) from a recognised University (or have passed in Section A and B or AMIE India Mechanical)	1	Candidates should not be less than 18 years and not more than 27 years. Upper age limit is relaxable by 5years for candidates belonging to SC/ST who are permanent residents of the state of Meghalaya
4	Assistant Analyst under PHE Department. Rs 16,300 – 410 – 19,170– EB – 530– 23,940 – 720-31,860 /-pm Second Class M.Sc in Chemistry or B.Sc degree in Chemistry from a recognized University AIC (Associate ship of the Institution of Chemistry) India by Examination in the Section of Inorganic Chemistry/Bio-Chemistry.	1	Candidates should not be less than 18 years and not more than 27 years. Upper age limit is relaxable by 5years for candidates belonging to SC/ST who are permanent residents of the state of Meghalaya

5	Assistant Engineer (CEW) ,East Garo Hills District , Williamnagar under A.H.& Veterinary Department. Rs 17,000 – 470 – 20290 – EB – 560 – 25330 – 760-33690 /-pm B.E/B.Tech/AMIE in Civil Engineering from a recognized University/Institution.	1	Candidate should not be less than 21 years of age and not more than 30 years of age. Upper age limit relaxable by 5 years for candidates belonging to SC/ST.
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* **For persons with Physical Disabilities (PWDs) age is relaxable by 10 years (15 years for ST/SC) applicable to posts where reservation is admissible to PWD's as per Govt. Notification No. PER (AR).150/88/Pt/282, dt. 25th January, 2012.**

The date of birth to be accepted by the Commission is as entered in the Matriculation/Secondary School Leaving Certificate/or a Certificate recognized by an Indian University as equivalent to Matriculation or an extract from the official Registers duly Certified by the proper authority of the Board of School Education. Proof other than these, will not be accepted by the Commission.

PARA 2: APPLICATION FORM

Application Forms (AF-I) alongwith MPSC Challan (for payment of Fee) are available free of cost at the following locations:

- I. Office Counter of MPSC, Office, Headquarter, Shillong.
- II. MPSC Cell at Tura, Nongstoin, Jowai, Baghmara, Williamnagar & Nongpoh.
- III. Form & MPSC Challan can be also downloaded from the MPSC website viz www.mpsc.nic.in

PARA 3: FEE (Inclusive of Examination Fee) Non-Refundable

Fee @ prescribed in the Table below is required to be paid on submission of the Application Form. This amount may be paid through MPSC Challan. The original copy of the Fee Challan (MPSC copy) should be attached with the Application Form.

Post Description	Amount of Fee	Remarks
For posts at Sl. No. 1,2,3 and 5	Rs 460/-	Half the rate for SC/ST who are permanent resident of the State of Meghalaya
For posts at Sl. No. 4	Rs 350/-	
For Persons with Physical Disabilities (PWDs).Application Fee is exempted subject to furnishing of Disability Certificate to the Commission.(as per Notification No. PER (AR).150/88/Pt.I/ 43 Dated 29 th April, 2015.		

PARA 4: SUBMISSION OF APPLICATION

As already indicated candidates can submit their application through the following mode:-

1. Off-line Mode:

In this option candidates should present their applications completed in all respect at:

- i. Office Counter of MPSC, Office, Headquarter, Shillong.
- ii. MPSC Cell at Tura, Nongstoin, Jowai, Baghmara, Williamnagar & Nongpoh

On any working day between 10:30 A.M. to 5:00 P.M. till the last date

(b) Applications can also be sent *by registered post* so as to reach the Commission's office at Shillong not later than the last date of the advertisement. The Commission will not be responsible for postal lost or transit delay.

2. On- Line Mode:

Applicants may also apply Online through the MPSC website viz www.mpsc.nic.in. Kindly read the instructions on the web page carefully before applying Online. Last date for Online application is 23:59 hrs on 5th May 2017.

Payment for online applicants

MPSC has introduced State Bank Collect for online payment of application fees. Online applicants may pay either through credit card, debit card, ATM card or cash through the challan generated from the State Bank Collect portal.

Kindly note that an additional amount in the form of Bank's commission is applicable for all the payments made online.

Candidates are strongly advised to read the instructions carefully for making payments using State Bank Collect.

Candidates who wish to file applications online may file through cyber cafes and community service centers (CSC) in districts where such facilities are not available candidates may visit their nearest NIC centers where they will be assisted by the NIC in filling applications online.

Candidates who have already registered with the Commission website may log in and apply directly against the advertised vacancies/post of their choice.

PARA 5: INSTRUCTIONS

- I. All application must be complete in all respects and accompanied with proof of payment of fee and enclosed with **One Window Envelope of 4 cms x 9 cms affixed with Rs. 5/- postage stamp.**
- II. **Candidates are required to clearly indicate the date, month and year of passing alongwith the Division and percentage of marks in the column captioned " Date, Month and Year of Passing" and "Division/Percentage" at Sl. No. 15 of AF-I Form.**
- III. **When submission of Application Form (Off-Line),Candidates are required to bring along the APPLICANT'S CHALLAN COPY, and the same will be sealed and signed by designated staff of the Commission.**
- IV. Incomplete application will be summarily rejected and no further correspondence will be entertained.
- VI. Government Employees may submit their application directly to the Office of the Secretary, Meghalaya Public Service Commission, Shillong in Form AF-I with separate request to their heads/appointing authorities for "**PERMISSION / NO OBJECTION**" when called for Examination /Interview.
- VII. Candidate must appear for Written Test/Interview at his/her own expenses.

PARA 6: RESERVATION OF VACANCIES

As per Government policy. Further, where the vacancies are 9 (nine) or less than 9 (nine) all posts are reserved in favour of specified communities.

PARA 7: COMMISSION'S DECISION ON ELIGIBILITY OF CANDIDATES

Only preliminary scrutiny of the applications and other aspects will be undertaken before proceeding to the next stage of the recruitment and therefore, the acceptance of candidature will only be provisional. Candidates are advised to carefully go through the eligibility criteria prescribed for each post such as educational qualification, age, physical standards etc. and satisfy themselves that they are eligible for the posts, before applying. **After such scrutiny a "Proposed Rejection / Ineligibility List" shall be published and hosted in the Commission's website as well as in the Notice Board of the M.P.S.C Office/Cells. A candidate is allowed 15 days time to file representation against such proposed Rejection.** Copies of supporting documents will be sought only from those candidates who qualify for the Personal Interview. When detailed scrutiny is finally undertaken, if any claim made in the application is not found substantiated the candidature will be cancelled and the Commission's decision in this regard shall be final.

PARA 8: METHOD OF SELECTION

The final selection/recommendation of suitable candidates against the vacancies notified in this Advertisement shall be made by the Commission through any of the following processes.

1. Typing Speed, English Composition and Stenography Test, in recruitment to post of Typist and Stenographer (All Grades) as the case may be.
2. Screening Test followed by Personal Interview.
3. Written examination followed by Personal Interview.
4. (i) Preliminary Screening Test (ii) Main Examination (iii) Personal Interview.
5. Personal Interview only

Physical Efficiency Test (PET), wherever required and prescribed by the Service Rules shall be conducted by the Commission assisted by a Medical Board duly constituted for the purpose, in accordance with the norms/standards and such specification as prescribed under such Rules.

The Screening Test shall be applied /conducted by the Commission in respect of all recruitments to those posts where the method of selection/Syllabus has not been prescribed by the Service Rules. The objective of the test is to shortlist the number of eligible candidates in recruitments where the number of candidates is disproportionately large compared to the available vacancies, **otherwise the selection of suitable candidates against the notified vacancies shall be made on the basis of personal interview.** The decision to hold or not to hold the Screening Test in any such recruitment shall lie with the Commission.

Written Examination shall be mandatory in respect of recruitments to posts where the Service Rules has specifically prescribed the conduct of such examinations. In such cases, the subjects, syllabus, total marks and pattern of examination shall be as notified by the concerned Government Department under such Rules. However, the Commission may, at its discretion, decide to hold Preliminary Screening Test in these categories of recruitment when the number of candidates is disproportionately large compared to the notified vacancies and on the basis of such Preliminary Screening Test, the number of candidates who shall be called to appear for the Written Examination shall not be more than 10 (ten) times the number of declared vacancies.

Screening Tests or Preliminary Screening Tests, where decided to be held, shall be Multiple Choice OMR based Tests.

- (i) General English – 100 Marks (of the standard of the Qualification prescribed for the post)
- (ii) General Awareness & Aptitude – 150 Marks
- (iii) Mathematics – 100 Marks (10th Standard)
- (iv) For Technical post – relevant subjects will be included -200 marks.

On the result of such Screening Test/ Written Examination the Commission shall call such number of candidates as it may think appropriate to appear for the Personal Interviews. The principle/policy followed by the Commission is that the ratio of the number of candidates called for interview to the vacancies should be limited to 1:2 to 1:5. In recruitments involving very few posts the ratio can be raised.

PARA 9: DEBARMENT

- (a) Candidates should make sure of their eligibility for the post applied for and that the declaration made by them in the format of application regarding their eligibility is correct in all respects. Any candidate furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any information is liable TO BE DEBARRED FROM APPEARING FOR ANY OF THE EXAMINATIONS CONDUCTED BY THE COMMISSION, and summarily rejection of their candidature for this recruitment.
- (b) The Commission is vested with the constitutional duty of conducting recruitment and selection as per rules duly maintaining utmost secrecy and confidentially in this process and any attempt by anyone causing or likely to cause breach of this constitutional duty in such manner or by such action as to violate or likely to violate the fair practices followed and ensured by the Commission will be sufficient cause for rendering such questionable means as ground for debarment.
- (c) If any candidate is or has been found impersonating or procuring impersonation by any person or resorting to any other irregular or improper means in connection with his/her candidature for selection or obtaining support of candidature by any means, such a candidate may in addition to rendering himself/herself liable to criminal prosecution, will be liable to be debarred permanently from any exam or selection held by the Service Commissions in the country.
- (d) **Canvassing Directly or Indirectly will Disqualify and Debar a candidate for a period of 5(five) years for appearing in any Examinations/Personal Interviews conducted by the Commission.**


Secretary,
Meghalaya Public Service Commission,
Shillong

Memo. No. MPSC/ADVT-38/1/2016-2017/54-A

Dated Shillong, the, 25th March, 2017

Copy forwarded for information and wide circulation in their respective jurisdiction to:

1. Hon'ble Chairman / Hon'ble Members of the Commission.
2. The Officer on Special Duty, Meghalaya Public Service Commission Cell, Tura, Jowai, Nongstoin, Baghmara, Williamnagar & Nongpoh along with 20 copies of the Advertisement for circulation in their respective Districts. It may be ensured that Sl. No. 20 of the AF-1 Forms is properly filled in by the candidates before the forms are received at the Cells.
3. The Director of Employment and Craftsmen Training and Apprenticeship Adviser, Shillong.
4. The Assistant Director of Employment, Divisional Employment Exchange, Shillong.
5. The Employment Officer, District Employment Exchange, Jowai, Tura, Williamnagar, Nongpoh & Mawkyrwat
6. The Employment Officer, Coaching-cum- Guidance Centre for ST/SC, Shillong
7. The Assistant Employment Officer, District Employment Exchange, Nongstoin / Baghmara
8. The Assistant Employment Officer, Sub-Divisional Employment Exchange, Sohra / Mairang / Resubelpara / Ampati / Khliehriat.
9. The District Employment Officer, Shillong
10. The Assistant Employment Officer:
Shillong / Jowai / Nongstoin / Williamnagar / Sohra / Nongpoh / Ampati / Mairang.
11. The Deputy Commissioner, East Khasi Hills District / West Khasi Hills District / South West Khasi Hills District / Ri-Bhoi District/East Garo Hills District/West Garo Hills District / South Garo Hills District / North Garo Hills District / South West Garo Hills District / East Jaintia Hills District / West Jaintia Hills District.
12. S.D.O. Mairang / Ampati / Khliehriat / Amlarem / Mawkyrwat / Resu-Belpara / Sohra / Dadengiri Civil Sub-Division.
13. The Chief Executive Member, Khasi Hills District Council/Jaintia Hills District Council/ Garo Hills District Council.
14. The News Editor All India Radio, Shillong/Tura/Jowai.
15. Junior Employment Officer, Sub Divisional Employment Exchange, Resubelpara, East Garo Hills.
16. All Block Development Officers.
17. Confidential Branch.
18. Station Director, Doordarshan Kendra, Shillong/Tura/Jowai.
19. The Treasury Officer, Shillong, Tura, Jowai, Ampati and Williamnagar Sub Treasury Resubelpara Sub Treasury, Baghmara Sub-Treasury.
20. MPSC website.
21. The A.G.M. SBI, Laitumkhras Branch.
22. Concerned Dealing Assistant.
23. Departments concerned.


 Secretary,
 Meghalaya Public Service Commission,
 Shillong