

**ODISHA PUBLIC SERVICE COMMISSION**

19, DR. P.K. PARIJA ROAD, CUTTACK, 753001

**NOTICE**No. 2869 / PSC, dt. 01.05.2025  
(DR-IV) (2PA-01-2025-26)**ADVERTISEMENT NO. 02 OF 2025-26**WEBSITE - <https://www.opsc.gov.in>

I.	<b>Assistant Section Officer (Group-B) in the Office of the Advocate General, Odisha, Cuttack</b>
II.	<b>No. of Vacancies – 29(10-w)</b>

Online applications are invited from the prospective candidates through proforma application to be made available on the Website of the Commission (<http://www.opsc.gov.in>) for recruitment to **29 (Twenty-Nine)** posts of **Assistant Section Officers** (Group-B) in the Office of the Advocate General, Odisha, Cuttack in the scale of pay of Rs. 35,400/- in Level - 9, Cell- 1 as per the Pay Matrix provided under Rule – 3 of ORSP Rules, 2017 with usual Dearness and other Allowances as may be sanctioned by the Government of Odisha from time to time. The recruitment examination will be conducted in accordance with provisions of the Odisha Secretariat Service (Method of Recruitment and Conditions of Service) Rules, 2016 as per the Notification No. 3441/L, dt. 24.02.2025 of Law Department, Government of Odisha. The Appointing Authority for the said post shall be the Advocate General, Odisha for all purposes.

**2. VACANCY POSITION:**

As per requisition furnished by the office of the Advocate General, Odisha, Cuttack, out of a total of **29 (10-w)** vacancies, 10(03-w) vacancies are for UR category, 08(03-w) vacancies are reserved for SC category and 11(04-w) vacancies are reserved for ST category.

Also, 01 post is reserved for Person with Disabilities (Category – III) whose permanent disability is 40% or more, and 01 post for Ex-Servicemen. Candidates belonging to the categories of PWD & Ex-Servicemen shall be adjusted against the categories to which they belong.

**3. AGE:**

A candidate must have attained the age of 21 years and must not be above the age of 32 years on the 1<sup>st</sup> day of January 2025 i.e., he/she must not have been born **earlier than 2<sup>nd</sup> January 1993 and not later than 1<sup>st</sup> January 2004.**

**4. EDUCATIONAL QUALIFICATION:**

A candidate must possess a Bachelor's Degree in any discipline from a recognized University or possess such other qualification equivalent thereto and must have adequate knowledge in computer application as specified in the Schedule.

**5. EXAMINATION FEE:**

The examination fee has been exempted to all the categories of candidates as per G.A. & P.G. Department Notification No.9897/Gen., dt.11.04.2022.

**6. METHOD OF SELECTION:**

The selection of candidates for recruitment to the posts of Assistant Section Officer shall be made on the basis of **Written Examination** (Objective Type- MCQ) and **Skill Test in Computer** (Practical – Qualifying).

**7. DATE OF EXAMINATION**

The Written Examination will be held tentatively **on 27<sup>th</sup> July, 2025 (Sunday)**. The detailed Schedule and Centre of Examination will be notified in due course.

**THE LINK FOR REGISTRATION AND SUBMISSION OF ONLINE APPLICATION SHALL BE AVAILABLE IN THE WEBSITE FROM 09.05.2025 to 09.06.2025 till 05.00 P.M. (Note: 09.06.2025 is the last date for submission of Registered Online Application)**

The candidates are advised to visit the Website of the Commission at <http://www.opsc.gov.in> for detailed information for applying to the above post.

PLACE: CUTTACK  
DATE : 01.05.2025SECRETARY  
ODISHA PUBLIC SERVICE COMMISSION  
CUTTACK  
*01.05.25*



## ODISHA PUBLIC SERVICE COMMISSION

ADVERTISEMENT NO. 02 OF 2025-26

### Recruitment to the posts of Assistant Section Officer (Group-B) in the Office of the Advocate General, Odisha, Cuttack.

WEBSITE : [www.opsc.gov.in](http://www.opsc.gov.in)

Online applications are invited from the prospective candidates through the proforma application form to be made available on the website (<https://www.opsc.gov.in>). The link for Registration and submission of online application shall be available from 09.05.2025 to 09.06.2025 till 05.00 P.M. (Note: 09.06.2025 is the last date/closing date for submission of Registered Online Application) for recruitment to **29 (Twenty-Nine)** posts of **Assistant Section Officer** (Group-B) in the Office of the Advocate General, Odisha, Cuttack in the scale of pay of Rs. 35,400/- in Level - 9, Cell- 1 as per the Pay Matrix provided under Rule – 3 of ORSP Rules, 2017 with usual Dearness and other Allowances as may be sanctioned by the Government of Odisha from time to time. The recruitment examination will be conducted in accordance with provisions of the Odisha Secretariat Service (Method of Recruitment and Conditions of Service) Rules, 2016 as per the Notification No. 3441/L, dt. 24.02.2025 of Law Department, Government of Odisha published vide Gazette No. 486, dt. 25.02.2025. The Appointing Authority for the said post shall be the Advocate General, Odisha for all purposes.

#### 2. VACANCY POSITION:

As per requisition filed by the Office of the Advocate General, Odisha, Cuttack the category wise vacancy position along with reservation thereof is given below: -

Sl. No.	Category	No. of Vacancies
(1)	(2)	(3)
1	Unreserved	10 (03-w) ✓
2	Scheduled Caste	08 (03-w) ✓
3	Scheduled Tribe	11 (04-w) ✓
Total		29 (10-w) ✓

Out of the total 29 number of vacancies mentioned above, the reservation of vacancies in respect of Ex-Servicemen and Persons with Disabilities (**whose permanent disability is 40% or more**) are given below. The candidates belonging to the categories of Ex-Servicemen and Persons with Disabilities shall be adjusted against the categories to which they belong.



Sl. No.	Sub-Category	No. of Posts
1	2	3
(i)	Ex-Servicemen	01 ✓
(ii)	Persons with Disabilities (Category – III)	01 ✓

The Physical requirement and Functional Classification of Persons with Disabilities (**having permanent disability of 40% or more**) for the post of Assistant Section Officer are as follows: -

Physical Requirements	Functional Classification
Code - S, SE, MF, RW	Code - OA, OL, BL (MNR)
<b><u>Full Forms</u></b> S – work performed by sitting (on bench or chair) SE - work performed by seeing MF - work performed by manipulating (with fingers) RW – work performed by reading and writing.	<b><u>Full Forms</u></b> OA – One arm affected (R or L): - (a) impaired reach; (b) weakness of grip; (c) ataxia OL – One leg affected (R or L), BL – Both legs affected but not arms (Mobility not be restricted)

**NOTE: -**

- Candidates must upload their Permanent Disability Certificate. Certificate showing Temporary Disability will not be accepted and the application shall be liable for rejection.
- According to the Odisha Ex-Servicemen (Recruitment to State Civil Services and Posts) Amendment Rules, 2021 issued vide General Administration and Public Grievance Department Notification No. 15318/Gen., dt. 09.06.2021, those Ex-Servicemen who have already secured regular employment under the State Government in civil posts and services would be permitted the benefit of age relaxation as admissible for ex-servicemen for securing another employment in any higher post or service under the State Government, but such candidates shall not be eligible for benefit of reservation, if any, for Ex-Servicemen in the State Government.
- Experience has shown that candidates obtain SC/ST certificate etc. prior to the date of application and upload the same along with online application. Such certificates sometimes get cancelled subsequently. If the cancellation of certificate is detected at any subsequent stage, the candidature of such candidates will be cancelled under that category.

- d) In case of non-availability of eligible/suitable women candidates belonging to the respective categories, the unfilled vacancies of that category shall be filled up by eligible or suitable male candidate(s) of the same category.
- e) Exchange of reservation between Scheduled Caste and Scheduled Tribe will not be considered in the event of non-availability of eligible and suitable S.C. / S.T. candidates.
- f) The number of vacancies to be filled up on the basis of this recruitment is subject to change by the Appointing Authority without Notice, depending upon the exigencies of public service.

**3. AGE:**

A candidate must have attained the age of **21(twenty-one)** years and must not be above the age of **32 (Thirty-Two)** years as on the **1<sup>st</sup> day of January 2025** i.e., he/she must have been born **not earlier than 2<sup>nd</sup> January 1993 and not later than 1<sup>st</sup> January 2004.**

Provided that the upper age-limit prescribed above shall be relaxed by **five (05) years** for candidates belonging to the categories of Scheduled Caste (S.C.), Scheduled Tribe (S.T.), Women & Ex-Servicemen and by **ten (10) years** for Persons with Disabilities whose **permanent disability is Forty per cent (40%) or more.**

**Persons with disabilities belonging to SC/ ST categories are eligible for cumulative age relaxation benefit of fifteen (15) years.**

**Although age relaxation is permissible to Persons with Permanent Disabilities, reservation of post is only meant for persons with permanent disabilities belonging to OA, OL, BL(MNR) categories, as requisitioned by the Office of the Advocate General.**

Provided that a candidate who comes under more than one category mentioned above, he/she shall be eligible for only one benefit of upper age relaxation, which shall be considered most beneficial to him/her.

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.

**4. EDUCATIONAL QUALIFICATION:**

A candidate must possess a Bachelor's Degree in any discipline from a recognized University or possess such other qualification equivalent thereto and must have adequate knowledge in Computer Application as specified in the Schedule.

**5. EXAMINATION FEE:**

The examination fee for all categories of candidates has been exempted as per **GA&PG Department Notification No. 9897/Gen, dt. 11.04.2022.**



**6. METHOD OF SELECTION:**

- (a) The Competitive Examination for recruitment to the posts of Assistant Section Officer will be conducted in the following successive stages:
- (i) Written Examination (Objective Type – Multiple Choice Questions) – **400 marks**
  - (ii) Skill Test in Computer (Practical- Qualifying) – **50 marks**
- (b) The written examination shall comprise of **three (03) Papers** carrying a total of **400 marks**.
- (c) The details of the Scheme and Syllabus of the Examination are mentioned in **Appendix – I** appended to the advertisement.
- (d) Except the Skill Test in Computer Application (Practical), the questions in all other Subjects/ Papers shall be of Multiple-Choice type and all questions will carry equal marks i.e., **01**.
- (e) For each **wrong answer 0.25 marks** shall be **deducted** from the marks awarded for correct answers.
- (f) The Commission has **fixed qualifying mark for each of the 03 (three) Papers of Written Examination (Paper – I, Paper – II & Paper – III) as follows: -**
- |                        |                                                                                     |
|------------------------|-------------------------------------------------------------------------------------|
| <b>UR –</b>            | <b>35 %</b>                                                                         |
| <b>SC/ ST/ PWD –</b>   | <b>30 %</b>                                                                         |
| <b>Ex-Servicemen –</b> | <b>The qualifying marks of the respective category will be applicable for them.</b> |
- A candidate has to **secure qualifying mark** as above in **each of the 03 (Three) papers** to go to the next level of the recruitment process, i.e., the Skill Test.
- (g) The candidates who obtain qualifying marks in the Written Examination as fixed by the Commission at Sub-Para – (f) above will be **shortlisted 1.5 times of the advertised vacancy** in each category as per merit **for the Skill Test**.
- (h) Only those candidates who have been short listed after the **Written Test** shall be called for the **Skill Test** in Computer (Practical) by the Commission as provided at **Appendix – I**, which shall be of **qualifying nature**. One has to secure at least forty percent (40%) of the total marks in the Skill Test to qualify it.
- (i) Final ranking of the candidates who qualify the Skill Test shall be on the basis of aggregate marks secured in the Written Examination (400 marks).
- (j) In case of candidates securing same marks in the aggregate the candidate securing higher marks in General Knowledge (Paper – I) shall rank above others.
- (k) In case the marks secured in General Knowledge (Paper – I) is also the same, final ranking shall be determined on the basis of age i.e., the person older in age shall be placed above the younger.

**Note:-** Any details relating to this recruitment like cut-off marks, final answer keys, individual marks etc. shall only be declared on the website of the Commission after publication of the final results and Select List.

**7. DATE OF EXAMINATION:**

The Written Examination will be tentatively held on **27<sup>th</sup> July, 2025 (Sunday)**. The detailed Schedule and Centre of Examination will be notified in due course.

**8. ZONE(S) OF EXAMINATION:**

The venue of the Written Examination for the posts of Assistant Section Officer will be at six zones of Odisha namely, **Balasore/ Berhampur/ Bhubaneswar/ Cuttack/ Jeypore/ Sambalpur**. The candidates are required to select 02 (two) zones of their choice in order of preference where they would like to appear at the examination, at the time of filling up online application form. While every effort will be made to allot candidates to the zone of their first choice, the Commission may, at their discretion, allot the zone of second preference on first come, first serve basis when circumstances so warrant.

**REQUEST FOR CHANGE OF EXAMINATION ZONE/ CENTRE SHALL NOT BE ENTERTAINED.**

**9. OTHER ELIGIBILITY CONDITIONS:**

- (i) A candidate must be a citizen of India;
- (ii) The candidate must be able to read, write & speak Odia; and have: -
  - a) passed Middle School examination with Odia as a language subject; or
  - b) passed Matriculation or equivalent examination with Odia as medium of examination in non-language subject; or
  - c) passed in Odia as language subject in the final examination of Class – VII or above; or
  - d) Passed a test in Odia in Middle English School Standard conducted by the School and Mass Education Department.
- (iii) He/ She must be of good mental condition, bodily health and free from any physical defect that is likely to interfere with the discharge of his/ her duties in the service and the candidate, who after such medical examination is not found to satisfy these requirements shall not be appointed to the service.
- (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 respectively. They must inform their respective Heads of the Office in writing regarding submission of their application for this recruitment and furnish “No Objection Certificate” during document verification.  
**So, the candidates must obtain NOC well in advance.**
- (vi) If a candidate has at any time, been debarred for certain period/chance(s) by the Odisha Public Service Commission or other State Public Service Commission or U.P.S.C. from any examination/ Viva Voce Test, he/she will not be eligible to apply for that specified period/chance(s).
- (vii) **Only those candidates, who possess the requisite qualifications, are within the prescribed age limit and fulfil other eligibility conditions strictly etc. by the closing date of submission of registered online application form, will be considered eligible.**

#### 10. **IMPORTANT POINTS**

- (i) At present, only the online applications are invited from Candidates for admission to the written examination for A.S.Os. After declaration of result of written examination, the candidates who qualify in the written examination will be required to submit the printout/ hard copy of online application form, along with the photocopies of the other documents as stated under **Para-11** of this advertisement along with originals on the date of verification of original certificates/ documents, which will be declared later on in due course, **for consideration of their eligibility for admission to the Skill Test in Computer (Practical).**
- (ii) 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;
- (iii) 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.

- (iv) **Online applications submitted to OPSC, if found to be incomplete in any respect, are liable for rejection without entertaining any correspondence with the applicants on that score;**
- (v) **Admission to Written Examination / Document Verification/ Skill Test will be provisional. If on verification at any stage before or after the Written Examination/ Document Verification/ Skill Test/ Publication of Result, it is found that a candidate does not fulfil all the eligibility conditions, his/her candidature will be liable for rejection. Decision of the Commission with regard to eligibility or otherwise of a candidate shall be final;**
- (vi) This advertisement should not be construed as binding on the Appointing Authority to make an appointment.
- (vii) **Reservation and Relaxation etc. meant for S.C. / S.T. by Birth are admissible to the Scheduled Castes / Scheduled Tribes of Odisha only;**
- (viii) All persons appointed on or after 1<sup>st</sup> 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;
- (ix) Any misrepresentation or suppression of information by the candidate in the online application form will result in cancellation of his/her candidature or penalty, as decided by the Commission shall be imposed on the candidate;
- (x) Mere empanelment in the select list shall not confer any right for appointment unless the Appointing Authority is satisfied after making such enquiry as may be deemed necessary that the candidate is suitable in all respects for appointment to the Service.
- (xi) A candidate who claims change in his/her name after having passed the H.S.C. examination, is required to furnish a copy of publication of the changed name in the local leading daily newspaper as well as a copy of notification in the Gazette in support of his/her change of name;
- (xii) **Submission of NPS application is mandatory for all recommended candidates at the time of joining in Government services.**
- (xiii) **CANDIDATES MUST ANSWER THE PAPERS IN THEIR OWN HANDWRITING. IN NO CIRCUMSTANCES, A CANDIDATE WILL BE ALLOWED TO TAKE THE HELP OF A SCRIBE TO WRITE THE ANSWERS FOR HIM/HER.**



## 11. CERTIFICATES / DOCUMENTS TO BE ATTACHED:

Candidates who qualify in the written examination will be required to bring with them the hard copy of online application form along with copies of relevant certificates/documents and originals of the same as mentioned below for verification of their eligibility as per terms and conditions of the advertisement during document verification, the date of which shall be notified later on in due course, failing which he/ she shall not be allowed to appear at the Skill Test in Computer (Practical) and his/her application will be rejected for the said post. The candidates are required to mention on copies of every document **“Submitted by me and Certified as genuine and has not been cancelled”** and put their **full signature and date on the same**.

**They must not attach the original certificates to their applications.**

- (i) **H.S.C. or equivalent certificate** in support of declaration of age issued by the concerned Board/Council.
- (ii) **Bachelor's Degree Certificate** issued by the recognized University;
- (iii) Mark-lists in support of all the aforesaid examinations (H.S.C. & Bachelor's Degree) passed including fail marks, if any, issued by the concerned Board/Council/University.
- (iv) 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 equivalent percentage of actual marks and the conversion formula failing which, their applications shall be rejected.
- (v) Four (04) recent passport size photographs within six months (unsigned & unattested) which has been uploaded with online application form.
- (vi) **Caste Certificate by birth** in support of claim as S.C./ S.T., wherever applicable **(Please see Note-1);**
- (vii) Required **Odia Test pass certificate** from the Competent Authority.
- (viii) **Permanent Disability Certificate** (indicating percentage of permanent disability i.e., 40% or more) issued by the concerned Medical Board wherever applicable.
- (ix) **Ex-Servicemen are required to submit/upload Release Certificate issued as per Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985 vide G.A. Department notification No.22586-Gen., dt.16.10.1985.** Further, Ex-Servicemen candidates must submit an Affidavit, undertaking that he/she has not been appointed against any civil posts and services after retirement from military service **[Refer Note-(b) under Para-2]. Format of Affidavit is enclosed at Appendix-II.**

- (x) **No Objection Certificate** issued by the Competent Authority/ Head of Office; wherever applicable.
- (xi) 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.
- (xii) Proof of identity i.e., Aadhaar / EPIC/ DL/ Passport/PAN Card.

**NOTE-1:**

- I. Candidates claiming to be belonging to S.C. /S.T. categories of Odisha by birth are required to submit copy of the relevant Caste Certificate issued by the competent authority in the prescribed form.
- II. Women candidates belonging to S.C. / S.T. categories by birth are required to submit Caste Certificates showing "daughter of .....". Caste Certificates by virtue of marriage (i.e. showing "wife of .....") are not acceptable and liable for rejection.
- III. Community (Caste status) once mentioned by the candidates in the online application form shall not be changed under any circumstances.

The Competent Authorities are as prescribed by the Government of Odisha under relevant Reservation Rules.

**NOTE-2:**

Bachelor's Degree Certificate, SC/ST Caste Certificate, Odia Test Pass certificate, Permanent Disability Certificate of Person with Disabilities (indicating % of permanent disability) and Release Certificate of Ex-Serviceman [issued as per Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985 vide G.A. Department notification No.22586-Gen., dt.16.10.1985] must have been issued by the Competent Authority on or before the date of submission of the registered online application form by the candidate.

**12. GROUND OF REJECTION OF APPLICATION:**

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

- (a) **In-complete online application form.**
- (b) **Non-submission of hard copy of online application form at the time of verification of original documents.**
- (c) **Not signing of Declaration (full signature) by the candidate on the hard copy of online application form.**



- (d) **Not coming within the age limit as mentioned in Para-3 of the advertisement (Age relaxation shall not be allowed to P.W.D. candidates with less than 40% permanent disability).**
- (e) **Not having prescribed requisite qualification by the date of submission of registered online application form as provided under Para-4 of the advertisement.**
- (f) **Not furnishing copies of certificates/documents as provided under Para-11 of the Advertisement.**
- (g) **Submission of wrong information / false information/ forged manipulated certificates/ testimonials with respect to qualification/ Age/ Category status (SC/ ST/ PWD/ Ex-Servicemen/ Women) etc.**
- (h) **Suppression of facts / information about eligibility, if any.**
- (i) **Any other ground as per the decision of the Commission.**

**NB: Application /candidature of a candidate shall be rejected at any stage of recruitment process, when discrepancy is noticed/ detected.**

**13. HOW TO APPLY:**

- a. Candidates must carefully go through the details of this Advertisement available in the Website of OPSC before filling up online application form.
- b. Candidates must apply online through the concerned Website of the OPSC **<http://opsc.gov.in>**. Applications received through **any other mode** would not be accepted and summarily rejected.
- c. **Before filling up the online application form, the candidates must go through detailed instructions available at OPSC portal.**
- d. The online application form is an automated and system driven & will guide the candidate seamlessly in filling the application. The requisite options shall be enabled and information shall be asked as per data furnished by the candidate. Before filling up the information, ensure that accurate information is fed. The candidate must also verify the submitted copy of online application after its submission. If the candidate further wants to modify any information, she/he has to cancel the application and apply again within the last date of submission of application.
- e. Candidates are requested to upload the scanned image of latest passport size photograph along with scanned image of his/her full signature and scanned image of Left-hand Thumb Impression (LTI) in the online application form. Uploaded photograph, Specimen (full) signature and LTI 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.

- f. Candidates should keep at least four copies of latest passport size photograph which is uploaded to the online application form for future use.
- h. *On successful submission of the online Registration, a unique "**Permanent Public Service Account Number (PPSAN)**" will be assigned to the applicant. Candidates are required to take a printout of the finally submitted online Application forms and put his/her signature under the declaration for submission to OPSC along with copies of requisite certificate & documents as and when asked.*
- i. **The candidates are advised to submit the Online Application Form well in advance without waiting for the closing date to avoid the last hour rush.**
- j. Certificate of Admission to the Written Examination/ Skill Test to the eligible candidates will be uploaded on the Website of the OPSC prior to the date of Written Examination/ Skill Test, which will be published on the Website of the Commission and Newspapers. The candidates are required to download their Admission Certificate from the Website of the Commission and produce the same at the Examination centre for admission to the Written Examination/ Skill Test. No separate correspondence will be made on this score.
- k. "NOTICE" to candidates for document verification shall be uploaded on the website of OPSC prior to the date of Document Verification.
- l. **Any complaint** on the conduct of examination must be sent to the Grievance Wing of the Commission by e-Mail ([opsc@nic.in](mailto:opsc@nic.in)) within **07(Seven) days of completion of the examination.**
- m. **Experience has shown that the candidates do submit online application form with omission/error/without uploading documents and subsequently send e-mail/letter to the Commission for rectification. The Commission is under no obligation to entertain such request/representation.**

**14. FACILITATION COUNTER:**

*To resolve any technical problem faced during Registration and in filling up/ submission of online Application forms, candidates may contact OPSC Technical Support **over Telephone No. 0671-2304707** between 10.30 A.M. to 01.30 P.M. & 02.00 P.M. to 05.30 P.M. on any Odisha Government working days.*



In case of any guidance/information on this advertisement & recruitment, candidates may go through the **FAQ** available on the website of the Commission or contact the O.P.S.C. Facilitation Counter over **Telephone No. 0671-2304141/ 2305611 & Extn. - 205** on any working day between **10.30 A.M. to 01.30 P.M. & 02.00 P.M. to 05.30 P.M.**

The candidates are required to visit the website of the Commission at <https://www.opsc.gov.in> for detailed information about important notices, rejection of applications, the date & time of Written Examination/Document Verification/ Skill Test and also keep track of publication of various Notices to the effect in the leading local daily newspapers for information.

**15. ELIGIBILITY FOR ADMISSION**

The decision of the Commission as to the eligibility of a candidate for admission to the examination shall be final and no candidate to whom a certificate of admission has not been issued by the Commission shall be admitted to the examination.

**16. IMPERSONATION**

Impersonation of any kind in the Written Examination and the Skill Test will not only debar a candidate from all the examination processes of OPSC but also liable to be legally penalised as a criminal offense.

**17. GENERAL:**

**Candidates submitting forged/manipulated documents will be debarred from appearing examination conducted by Odisha Public Service Commission for 03 years.**

**CLOSING DATES**

- 1. ONLINE REGISTRATION AND SUBMISSION OF ONLINE REGISTERED APPLICATIONS CAN BE DONE ON THE WEBSITE FROM 09.05.2025 TO 09.06.2025 TILL (05.00 P.M).**
- 2. ONLY ONLINE APPLICATIONS RECEIVED WITHIN THE DEADLINE I.E., 09.06.2025 SHALL BE ACCEPTED.**

**NB: - THE ONLINE APPLICATIONS, IF FOUND DEFECTIVE IN ANY RESPECT IS LIABLE TO BE SUMMARILY REJECTED.**

**CUTTACK  
DATE – 01.05.2025**

**SECRETARY  
ODISHA PUBLIC SERVICE COMMISSION  
CUTTACK**

**APPENDIX – I****Scheme and Syllabus of the Examination****SCHEME**

<b>Papers</b>	<b>Subjects</b>	<b>Marks</b>	<b>No. of Questions</b>	<b>Duration</b>
I	General Awareness	100	100	1 ½ hrs
II	(A) Test of Reasoning & Mental ability	50	50	1 ½ hrs
	(B) Mathematics (10 <sup>th</sup> Standard Level)	50	50	
III	Language			
	(a) English	100	100	2 hrs
	(b) Odia	100	100	
IV	Skill Test in Computer Application (Practical)	50	05	1 hr
<b>NOTE :</b>				

1	Except the Skill Test in Computer Application (Practical), the questions in all other subjects shall be of Multiple-Choice Type and all questions will carry equal marks i.e., 01.
2	For each wrong answer 0.25 marks shall be deducted from the marks awarded for correct answers.
3	The candidates shall answer the questions in English except Odia language paper or otherwise specified in the question paper itself.
4	Only those candidates who have been shortlisted after the written test shall be called for Skill Test in Computer by the Commission which shall be of qualifying nature.

**Detailed Syllabus**

Paper - I	General Awareness	(a) Current National events,
		(b) Current International events,
		(c) History of British Rules in India and Freedom Struggle,
		(d) Indian Constitution,
		(e) Salient features of World Physical Geography,
		(f) Physical Geography of India & Odisha
		(g) Important aspects of Governance, Transparency & Accountability, e-governance, Role of Civil Service in democracy, Indian Economy and issues relating to Planning, Growth, Development and Employment, Poverty Alleviation, Resource Mobilisation and Inflation
		(h) Defence & Indian Armed Forces,
		(i) Scientific Inventions and use of Science in everyday life, issues of Environmental, Ecology, Biodiversity & Climate change.
		(j) Important National & International Institutions, Organizations and fora – their Structure, mandate etc.



Paper - II	(a) Test of Reasoning & Mental Ability	A: VERBAL	(a) Number Series
			(b) Alphabet Series
			(c) Test of Direction Sense
			(d) Coding-decoding
			(e) Number Ranking
			(f) Arithmetic Reasoning
			(g) Problem of Age Calculation
		B: NON- VERBAL	(a) Non-verbal series
			(b) Mirror Images
			(c) Cubes & Dice
	(b) Mathematics		(d) Grouping Identical Figures
			(e) Embedded figures, etc.
			(a) Arithmetic
			(b) Algebra
			(c) Mensuration (2D & 3D)
			(d) Statistics & Probability
Paper - III	Language		
	(A) English	(i)	Grammar: Verb, Preposition, Adverb, Subject Verb Agreement, Error Correction / Recognition, Tenses, Fill in the Blanks with Articles etc., Vocabulary, Synonyms, Antonyms.
		(ii)	Comprehension
		(iii)	Sentence Rearrangement
	(B) ଓଡ଼ିଆ	(i)	ବ୍ୟାକରଣ: କ୍ରିୟା, ଭ୍ରମ ସଂଶୋଧନ/ଚିହ୍ନଟ, କାଳ(ଅତୀତ/ବର୍ତ୍ତମାନ/ଭବିଷ୍ୟତ), ଭାଷାଜ୍ଞାନ ପରୀକ୍ଷା : ପ୍ରତିଶବ୍ଦ, ବିପରୀତ ଅର୍ଥବୋଧକ ଶବ୍ଦ, କ୍ରିୟା ବିଶେଷଣ, କର୍ତ୍ତା-କ୍ରିୟା ସମ୍ବନ୍ଧ.
		(ii)	ଅନୁଚ୍ଛେଦ
		(iii)	ବାକ୍ୟ ପୁନର୍ବିନ୍ୟାସ
Paper - IV	Skill Test in Computer Application (Practical)		Windows, MS Office (Word, Excel, Power Point), MS Access, Usage of Internet Services.

**Affidavit for Ex-Servicemen**

I, ....., S/o ....., aged about ..... years, resident of ....., Roll No. .... for recruitment to the post of ....., pursuant to Advt. No. .... do hereby solemnly affirm and declare as under:

1. That I am the deponent of this affidavit and permanently residing at.....
2. That I have been released from Military Service on .....
3. That since then I am working as ..... under the Department of ..... Govt. of Odisha/ Govt. of India

**OR**

That since then I am working as ..... at .....

**OR**

That I have not secured regular employment in any Civil Posts and Services under Government of Odisha.

4. That this affidavit shall be produced before the competent authority, Odisha Public Service Commission, Cuttack for the purpose of being considered in service under the Ex-Serviceman quota/ not under Ex-Serviceman quota and hence this affidavit.
5. That the facts stated are true to the best of my knowledge, belief and information.

Deponent

Place :

Date :

**Verification**

I, the above-named deponent, being present today before the ..... premises do hereby verify and declare that above statements are all true and correct to the best of my knowledge and belief.

Verificant

I identify the deponent.

**N.B. Strike off the portion which is not applicable.**