



## TAMIL NADU PUBLIC SERVICE COMMISSION

**NOTIFICATION NO:04/2014**

**DATED:14 .02.2014**

Applications are invited only through online mode up to 12 -03 -2014 for Direct Recruitment to the following post:-

Name of the Post and Code No.	Name of the Service and Code No.	No. of vacancies	Pay Band and Grade Pay
District Educational Officer (2012) (Code No. 2062)	Tamil Nadu School Educational Service (Code No. 055)	<b>11</b>	<b>Rs. 15600 - 39100 + Grade Pay Rs. 5700</b>
		GT(G)-2      MBC/DC(G)-2 BC(G)-2      MBC/DC(W)-1 BC(W)-1      SC(G)-1 BC(M)(G)-1      SC(W)-1	

GT- General Turn , BC - Backward Class, MBC/ DC - Most Backward Class/ Denotified Community, SC- Scheduled Caste, , G – General and W - Women.

The subject-wise details of the vacancies are as follows:-

- (i) From Open Market - 9 (one vacancy each in the subjects Tamil, English, Mathematics, Physics, Chemistry, Zoology, Botany, History & Geography).
- (ii) From among Teachers employed in recognised Aided Secondary Schools or Higher Secondary Schools - 2 (one vacancy each in the subjects Physics and Chemistry)

### 2. IMPORTANT DATES:-

Date of Notification	<b>14.02.2014</b>	-
Last date for submission of applications	<b>12.03.2014</b>	-
Last date for payment of Fee through Bank or Post Office	<b>14.03.2014</b>	-
Date and Time of Preliminary Examination	<b>08.06.2014 FN</b>	<b>10.00 A.M. to 01.00 P.M</b>

### 3. QUALIFICATIONS:-

#### A. Age(as on 01.07.2014):

Sl. No.	Category of Candidates	Minimum Age (should have completed)	Maximum Age
1.	SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs and Destitute Widows of all Castes.	18 Years	No Age limit
2.	'Others' (i.e. candidates not belonging to other than the categories referred to in Sl. No. 1 above).	18 Years	For Open Market – Should not have completed 30 Years For Teacher employed in recognised Aided Secondary Schools or Higher Secondary Schools – Should not have completed 40 Years.

**Note:-**

[For open market candidates only.]

“Others” Candidates not belonging to SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs who have put in five years and more of service in the State/Central Government are not eligible even if they are within the age limit.

**B. EDUCATIONAL QUALIFICATION (as on 14.02.2014)**

Candidates should possess the following or its equivalent qualification awarded by an University or Institution recognised by the University Grants Commission for the purpose of its grants.

Name of the Post	Qualification
District Educational Officer	<p>For both, Open Market candidates and Teachers employed in recognised Aided Secondary Schools or Higher Secondary Schools:</p> <p>1. Master's Degree of any University in the State of Tamil Nadu or a Degree of equivalent standard with not less than 50% of Marks in the Master's Degree Examination in any one of the following subjects:-  <b>Tamil, English, Mathematics, Physics, Chemistry, Zoology, Botany, History &amp; Geography</b>            (Provided that a candidate possessing a Degree of M.A or M.Sc. or an equivalent degree awarded under the grading system shall not be considered eligible for appointment unless he has obtained the said degree with “O” or “A” or “B” Grade.)  <b>AND</b></p> <p>2. B.T. or B.Ed. Degree of any university in the State of Tamil Nadu or a degree of equivalent standard.  <b>AND</b></p> <p>3. <b>Must have studied Tamil under Part-I or Part-II of the Intermediate or Pre-University or Higher Secondary Course.</b></p>

**Experience:**

Only for recruitment to the vacancies in the subjects Physics and Chemistry which are to be filled from among the **Teachers employed in recognised Aided Secondary or Higher Secondary Schools having teaching experience in a recognized School for a total period of not less than 12 years** after acquiring the qualifications specified in item 2 above.

**Note:-**

- (i) The qualification prescribed for the post should have been obtained by passing the required qualification in the order of studies SSLC/10<sup>th</sup> + HSC (or its equivalent) + Under Graduate Degree + Post Graduate Degree and B.T/B.Ed Degree **(or)** B.T/B.Ed Degree and PG Degree.
- (ii) Candidates will be considered only against the vacancy in the particular subject, in which he/she has obtained his/her Master's Degree.
- (iii) Candidates must have passed Tamil in Intermediate/PUC/HSC. (A pass in the Second Class Language Test (Full Test) in Tamil will not be accepted as equivalent to the qualification in Tamil prescribed for this post). (Note under paragraph 10 of the Commission's 'Instructions to candidates' will not apply to this recruitment.)
- (iv) Persons claiming equivalence of qualification should upload evidence for such claim when called for by Tamil Nadu Public Service Commission, failing which their application will be summarily rejected. (For further details refer paragraph 9 of the 'Instructions to candidates')

#### 4. GENERAL INFORMATION:

- A. The Rule of Reservation of appointments is applicable to the post and the distribution of vacancies will be as per rules in force.
- B. In G.O. Ms. No. 145, Personnel and Administrative Reforms (S) Department, dated 30.09.2010, the Government have issued orders to fill up 20% of all vacancies in direct recruitment on **preferential basis** to persons studied the prescribed qualification in Tamil Medium. The 20% reservation of vacancies on preferential allotment to **Persons Studied in Tamil Medium (PSTM)** will apply for this recruitment. (Candidates claiming this reservation should have studied the prescribed qualification for the post in Tamil Medium and should have the certificate for the same. Having written the examinations in Tamil language alone will not qualify for claiming this reservation). If the candidates with PSTM are not available for selection for appointment against reserved turn such turn shall be filled up by Non-PSTM candidates but belonging to the particular communal category. Regarding the PSTM reservation certificate shall be produced / uploaded by the candidate as it has been in prescribed format / proforma available in the Commission's website at '[www.tnpsc.gov.in](http://www.tnpsc.gov.in)' which may be obtained from the Head of the Institution. However, the turn for PSTM does not arise in this recruitment. (For further details please refer para 27 (19) of the 'Instructions to candidates')
- C. The number of vacancies advertised is only approximate and is liable for modification including reduction with reference to vacancy position at any time before finalisation of selection.
- D. If no qualified and suitable woman candidates are available for selection against the vacancies reserved for them, those vacancies will be filled by male candidates belonging to the respective communal categories.

#### E. CERTIFICATE OF PHYSICAL FITNESS:-

Candidates selected for appointment to the post will be required to produce a certificate of physical fitness in the form prescribed below:-

Name of the Post	Standard of Vision	Form of Certificate of Physical Fitness
District Educational Officer	Standard-III or better	Form prescribed for Executive post.

Candidates with defective vision should upload Eye Fitness Certificate from qualified Eye Specialist when called for by Tamil Nadu Public Service Commission.

- F. In G.O.Ms.No.25 Welfare of Differently Abled Persons (DAP2.1) Department, dated 14.03.2013, the post of District Educational Officer has been identified as suitable for OA/OL/BL/HH categories of Differently Abled persons alone (OA- One Arm, OL-One Leg, BL-Both Legs, HH-Hard of Hearing). The turn for Differently Abled Persons does not arise in this recruitment. However, they can apply and should upload the documents referred in para 14 (f) of the Commission's 'Instructions to candidates' when called for.
- G. The Differently Abled persons should upload a copy of certificate of physical fitness specifying the nature of physical handicap and the degree of disability based on the norms laid down, from the Medical Board to the effect that his/her handicap will not render him/her incapable of efficiently discharging the duties attached to the post to which he/she has been selected before appointment when called for.
- H. Reservation of appointment to "Destitute Widows" and "Ex-Servicemen" will not apply to this recruitment.
- I. Even after filling up of the posts reserved for SC Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, they shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them and if any posts reserved for Arunthathiyars remain unfilled for want of adequate number of qualified candidates, it shall be filled up by Scheduled Castes other than Arunthathiyars.
- J. Any claim relating to the selection (not related to candidature or / and claims made in the application) should be received when called for documents / uploading document is made. Any claim received thereafter will receive no attention.
- K. Information regarding arrest, convictions/debarment/disqualification by any recruiting agency, criminal or any disciplinary proceedings initiated or finalized, participation in agitation or any

Political Organization, candidature in election for Parliament/State Legislature/Local Bodies etc., if any, should also be furnished to the Commission.

- L. The selection for appointment to the above said post is purely provisional subject to final Orders on pending Writ Petitions, if any, filed in Madras High Court and Madurai Bench of Madras High court.
- M. **Applications containing wrong claims relating to category of reservation / age / educational qualification will be liable for rejection.**

**5. SCHEME FOR PRELIMINARY EXAMINATION, MAIN WRITTEN EXAMINATION AND ORAL TEST:-**

**A. PRELIMINARY EXAMINATION**

Subject	Duration	Maximum Marks	Minimum Qualifying Marks	
			SCs, SC(A)s, STs, MBCs/DCs, BCs and BCMs	Others
<b>Single paper in General Studies-200 items Degree Standard – Objective Type</b> General Studies – 150 items Aptitude & Mental Ability Test (SSLC Standard) } - 50 items	3 Hours	300	90	120

**B. MAIN WRITTEN EXAMINATION AND ORAL TEST**

Subject	Duration	Maximum Marks	Minimum Qualifying Marks for selection	
			SCs, SC(A)s, STs, MBCs/DCs, BCs and BCMs.	Others
(1)	(2)	(3)	(4)	(5)
1. <b>Paper-I</b> - General Studies- Descriptive type - Degree Standard	3 Hours	300	306	408
2. <b>Paper- II</b> - General Studies- Descriptive type - Degree Standard	3 Hours	300		
3. <b>Paper-III</b> Concerned Subject - Descriptive type – P.G. Degree Standard	3 Hours	300		
i. Tamil Language and Literature (Code No. 113)				
ii. English Language and Literature (Code No. 045)				
iii. Mathematics (Code No. 073)				
iv. Physics (Code No. 095)				
v. Chemistry (Code No. 027)				
vi. Zoology (Code No. 119)				
vii. Botany (Code No. 020)				
viii. History (Code No. 060)				
ix. Geography (Code No. 057)				
<b>Interview &amp; Record</b>		120		
<b>Total</b>		<b>1020</b>		

**Note :-**

- (i) The syllabi for the Preliminary and Main Written Examination have been furnished in Annexure-I to this Notification.
- (ii) The candidates, if selected for Main Written Examination should answer Paper-III in the subject in which they have acquired their P.G. Degree.

**6. CENTRE FOR EXAMINATION:-**

Sl. No.	Name of the Centre	Centre Code	Sl. No.	Name of the Centre	Centre Code
1	Chennai	0100	2	Madurai	1000
3	Coimbatore	0200	4	Tiruchirappalli	2500

**Note:**

The Commission reserves the right to increase/decrease the number of examination centres and to re-allot the candidates.

**The Main Written Examination will be held at Chennai Only.****7. PROCEDURE OF SELECTION :-**

Selection will be made in three successive stages viz.,

- (i) Preliminary Examination for selection of candidates for admission to the Main Written Examination and
- (ii) Main Written Examination and
- (iii) Oral Test in the shape of an Interview.

The Preliminary Examination is meant to serve as a screening test only. The marks obtained in the Preliminary Examination by the candidates who are declared qualified for admission to the Main Written Examination will not be counted for determining their final order of merit. The number of candidates to be admitted to the Main Written Examination will be 50 times the number of candidates to be recruited having regard to the rule of reservation of appointments both communal category wise and subject wise. However, in each reservation group as well as in each subject all the candidates who secure the same marks as that of cut-off marks fixed for open market and employed Teacher candidates, of their reservation groups and subject shall also be admitted to the Main Written Examination, though the number of candidates to be admitted to the Main Written Examination may exceed 1: 50 ratio.

**8. EXAMINATION FEE: -**

A	For Preliminary Examination	Rs.125/- (Examination Fee Rs.75 /- + Cost of Application Rs.50/-) (Rupees One hundred and twenty five only)
B	For Main Written Examination	Rs.125/- (Rupees One hundred and twenty five only)

- Candidates claiming exemption from examination fee should pay Rs.50/- towards Application cost. (No exemption for cost of application)
- Candidates have also to pay the service charges applicable to the Bank or Post Office or Fee Processing Agency.
- The fee for Main Written Examination should be paid by those who are to be admitted to the Main Written Examination, based on the result of Preliminary Examination, on receipt of intimation from the Tamil Nadu Public Service Commission, unless exemption of fee is claimed.
- Candidates can avail of the facility of one time Registration on payment of Rs.50/- towards Registration fee. The registration shall be valid for a period of Five years from the date of one time registration.

- **Offline mode of payment in the form of DD/ Postal Order etc., will not be accepted and the applications forwarded with such modes of payment will be summarily rejected.**
- Those who have registered in the **one time registration** system and paid the registration fee of Rs.50/- and received the registration ID **need not pay** the application fee i.e., Rs. 50/- and it is enough to pay the examination fee alone.
- Candidates who have made one time registration must apply for the notified post. One time registration is only to avail exemption for application fee for a period of 5 years from the date of registration.  
(For further details regarding the Examination fee concessions refer paragraph 12 of the Instructions to candidates').

#### **9. NO OBJECTION CERTIFICATE :-**

Refer to paragraph 15(g) of the 'Instructions to candidates'.

#### **10. CONCESSIONS:-**

Concessions in the matter of age and / or fees allowed to SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs, Destitute Widows, Ex-servicemen and Differently Abled persons, other categories of persons etc. are given in paragraphs 12 to 14 of the 'Instructions to candidates'.

#### **11. HOW TO APPLY:-**

- Candidates should apply only through on-line in the Commission's website [www.tnpsc.gov.in](http://www.tnpsc.gov.in) or in [www.tnpscexams.net](http://www.tnpscexams.net)
- Before applying, the candidates should have scanned image of their photograph and signature in CD/DVD/Pen drive as per their convenience.
- A valid e-mail ID or mobile number is mandatory for registration and e-mail ID should be kept active till the declaration of results. Candidates are cautioned to keep your e-mail ID and pass word confidentially. TNPSC will send Hall Tickets (Memorandum of Admission) for Written Examination, Interview call letters, other memos etc. to the registered / given e-mail ID.
- All the particulars mentioned in the online application including name of the candidate, post applied, communal category, date of birth, address, e-mail ID, centre of examination etc. will be considered as final and **no modifications will be allowed after the last date specified for applying online**. Since certain fields are firm and fixed and cannot be edited, candidates are requested to fill in the online application form with the utmost care and caution as no correspondence regarding change of details will be entertained.
- The candidates who wish to receive SMS should register their mobile number in the application.

#### **11(A) Applying Online:-**

- 1) Candidates are first required to log on to the TNPSC's website [www.tnpsc.gov.in](http://www.tnpsc.gov.in) or [www.tnpscexams.net](http://www.tnpscexams.net)
- 2) Click "Apply On-line" to open up the on-line application form.
- 3) Select the name of the post or service for which you wish to apply.
- 4) If you already have Unique ID, enter the Unique ID and password to view the already available information and update them, if necessary.
- 5) If you do not have valid ID, enter all the required particulars without skipping any field.
- 6) Candidates are required to upload their latest photograph and signature as per the specifications given in the guidelines for scanning and upload of photograph and signature. **An online application uploaded without the photograph and signature will be rejected.**

**Note:** Candidate who have One Time Registration ID (Unique ID) and pass word, have to apply separately for all notifications. One Time Registration will not be considered as an application for any post.

**11(B) Mode of Fee Payment:-**

Select the mode of payment (Online Payment/Offline Payment).

**11(C) Online Payment (Net Banking, Credit card/Debit card) :-**

- 1) In case candidates who wish to pay fees through the online payment gateway, i.e. Net banking, Credit card and Debit card payment, **an additional page of the application form will be displayed** wherein candidates may follow the instructions and fill in the requisite details to make payment.
- 2) After submitting your payment information in the online application form, wait for the intimation from the server, **DO NOT press Back or Refresh button in order to avoid double charge.**
- 3) If the online transaction has been successfully completed, a registration ID number and password will be generated. Candidates should note their registration ID number and password for future reference in respect of the post applied for.

**11 (D) Offline Payments (Post Office or Indian Bank):-**

- 1) For offline mode of payment, candidates have to select either Post Office or Indian Bank branch.
- 2) Click "SUBMIT" to submit the application form.
- 3) Candidates will be provided with application number and password. Please note down the application number and password.
- 4) On submission, system will generate the payment chalan which the candidate need to take print out and go to the nearest branch of Indian Bank or the designated Post Offices as the case may be, to make the payment.
- 5) Collect the candidate's copy of the fee payment chalan from the branch. Check that the chalan is properly signed and the details of transaction number, branch name and DP code number, deposit date have been noted in the chalan by the branch authorities.
- 6) On-line application registration will be taken as successful one, only if the payment is made either in the post office or in the Indian Bank **within two working days from the date of registration/submission of application.**

**11(E) Print Option:-**

- 1) After submitting the application, candidates can print / save their application in PDF format.
- 2) On entering registration number and password, candidates can download their application and print, if required.
- 3) Need not send the printout of the online application or any other supporting documents to the Commission. The certificates will be verified only when the candidates come up for next stage of selection.

**Note:-**

- I. Candidates are advised in their own interest to apply on-line much before the closing date and not to wait till the last date for depositing the fee/ intimation charges to avoid the possibility of disconnection/inability/failure to log on the TNPSC's website on account of heavy load on internet/website jam.
- II. TNPSC does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of the TNPSC.
- III. Under no circumstances, a candidate should share/mention e-mail ID or mobile

number to any other person. In case a candidate does not have a valid personal e-mail ID, they should create a new e-mail ID before applying on-line and must maintain that e-mail account.

- IV. There is a provision to modify the submitted on-line application. Candidates are requested to make use of this facility to correct their details in the on-line application if any. This modification facility will be available up to the last date for applying online for the particular post. After this date, no modification will be permitted. Candidates should take utmost care and caution while filling in the on-line application. Please note that no modification in fee payment details will be permitted for candidates who pay fees/intimation charges through the online mode. Since certain fields are firm, fixed and cannot be edited, candidates are advised to fill in the online application form with the utmost care and caution as no correspondence regarding change of details will be entertained.
- V. Candidates should carefully fill in the details in the on-line application at the appropriate places and click on the "SUBMIT" button at the end of the on-line application format. Before pressing the "SUBMIT" button, candidates are advised to verify each and every particular column in the application. The name of the candidate or his/her father/spouse etc. should be spelt correctly in the application as it appears in the certificates/mark sheets. Any change/alteration found may disqualify the candidature.
- VI. Request for change/correction in any particulars in the application form shall not be entertained under any circumstances **after the last date for** editing/updating application details specified. TNPSC will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application form.
- VII. Commission is not responsible for the online payment failure.

## **12. OTHER IMPORTANT INSTRUCTIONS:-**

- a. **Candidates should ensure their eligibility for examination:** The candidates applying for the examination should ensure that they fulfil all eligibility conditions for admission to examination. **Their admission to all stages of the examination will be purely provisional subject to satisfying of the eligibility conditions.** Mere issue of memo of admission to the candidate will not imply that his/her candidature has been fully cleared by the Commission.
- b. **How to apply:** Candidates are required to apply on-line by using the website [www.tnpsc.gov.in](http://www.tnpsc.gov.in) or [www.tnpscexams.net](http://www.tnpscexams.net) Detailed instructions for filling up online application are given in para 11 of this Notification.
- c. The Hall Tickets for eligible candidates will be made available in the Commission's website [www.tnpsc.gov.in](http://www.tnpsc.gov.in) or [www.tnpscexams.net](http://www.tnpscexams.net) for downloading by candidates. No Hall Tickets will be sent by post.
- d. **Grievance Redressal Cell for guidance of candidates:** In case of any guidance/information/clarification of their applications, candidature, etc. candidates can contact Tamil Nadu Public Service Commission's Office in person or over Telephone No. 044-25300300 or the Commission's Office Toll-Free No.1800 425 1002 on all working days between 10.00 a.m. and 05.45 p.m.
- e. **Mobile phones and other articles banned:-**
  - (i) Candidates are not allowed to bring Pager, Cellular phone, Calculator, memory notes and books etc. or any other Electronic device or Recording device either as separate piece or part of something used by the candidate such as Watch or Ring.
  - (ii) If they are found to be in possession of any such thing or instrument they will not be allowed to attend the examination further, besides invalidation of answer paper



and/or debarment. If it is considered necessary they will be subjected to thorough physical search including frisking on the spot.

- (iii) Do not bring into the examination hall any article such as books, notes, loose sheets, mathematical and drawing instruments, log tables, stencils of maps, slide rules, text books, rough sheets etc.
  - (iv) Candidates are advised in their own interest not to bring any of the banned items including Mobile phones/Pagers to the venue of the examination, as arrangements for safekeeping cannot be assured.
- f. Candidates are not required to submit along with their application any certificates (except the certificates referred to under note (iii) of 4 (B) of this Notification which are to be uploaded with the application) in support of their claims regarding age, educational qualifications, community certificates and certificates regarding their physical disability, etc.,. They should be submitted when called for by the Tamil Nadu Public Service Commission. The candidates applying for the examination should ensure that they fulfil all the eligibility conditions for admission to the examination. Their admission at all the stages of examination for which they are admitted by the Commission viz. Preliminary Examination, Main Written Examination and Oral Test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the Preliminary Examination, Main Written Examination and Oral Test, it is found that they do not fulfil any of the eligibility conditions, their candidature for the examination will be cancelled by the Commission.
- g. If any of their claims is found to be incorrect, they may render themselves liable to disciplinary action by the Commission.
- h. **Unfair means strictly prohibited:** No candidate shall copy from any other candidate nor permit to be copied nor give nor attempt to give nor obtain nor attempt to obtain irregular assistance of any description.
- i. **Conduct in examination hall:** No candidate should misbehave in any manner or create a disorderly scene in the examination hall or harass the staff employed by the Commission for the conduct of the examination. Any such misconduct will be severely viewed & penalized.

**The on-line application can be filled upto 12.03.2014 till 11.59 p.m., after which the link will be disabled.**

*(For any additional information the candidates may refer Commission's "Instructions to the candidates" at the Commission's website [www.tnpsc.gov.in](http://www.tnpsc.gov.in) )*

**Secretary**