

ARUNACHAL PRADESH
PUBLIC SERVICE COMMISSION
ITANAGAR

No.PSC-R(A)/01/2016

Dated Itanagar, the 27th June, 2016

ADVERTISEMENT

Application in prescribed format are invited from the Citizens of India for filling up of 19 (nineteen) post of Steno Grade-III(Personal Assistant)under APSS (General Cadre) in the pay band of Rs.5200-20200/GP Rs.2800/- PM. Plus other allowances as admissible to the Arunachal Pradesh Govt. Employees from time to time. Out of 19 (nineteen)) posts, 3 (three) posts are Un-reserved and 16 (sixteen) are reserved for APST candidates. Out of 16(sixteen) posts, 1(one) post is reserved for Physically Handicapped candidate of one leg and one arm only. The vacancy position is subject to variation .

1. EDUCATIONAL QUALIFICATION:

Candidates applying for the post must have passed the Bachelor's Degree or equivalent from a recognized university.

2. ELIGIBILITY:

The candidates should not be less than 18 years of age and not more than 30 years of age as on **29.07.2016** The upper age limit is however, relaxable in accordance with the orders issued by the Govt. from time to time.

3. METHOD OF RECRUITMENT :

Selection will be done on the basis of Stenography Speed Test of 80 words per minute followed by Written Competitive Examination on the following subjects :

(i)	General English (including essay writing)	100 Marks
(ii)	General Knowledge	100 Marks
(iii)	Speed Test-80 WPM (In stenography)	100 Marks
(iv)	Viva-Voce	40 Marks
TOTAL =		340 Marks

Stenography Speed Test of 80 WPM will be conducted before the written examination. The candidates who qualify in the speed test will be called for written examination.

The candidates who secure a minimum of 33% or more marks in each written examination paper and 45% of marks out of aggregate total marks in the written examination papers shall be eligible for selection.

NOTE : The Commission will adopt Recruitment Test (Objective type) before the written examination if it is deemed necessary to do so.

4. AVAILABILITY OF PRESCRIBED APPLICATION FORMAT:-

Applications Form for admission to recruitment examination to the post of Stenographer Grade-III (PA) can be obtained from the Commission's Office, Itanagar on all working days from **10. 00 AM to 4.00 P.M. up to 29.07.2016** on cash payment of Rs.50/- only for APST candidate and Rs.80/- only for General candidate. No separate examination fee in the form of DD/Treasury Challan will be required along with the application. The examination fee has been included with the cost of application form.

Further, Application form & Attendance sheet can also be typed out or downloaded from Commission's website www.appsc.gov.in. and it can be sent through post enclosing required fee in the form of Demand Draft/IPO in favour of the Secretary, Arunachal Pradesh Public Service Commission, Itanagar . The envelope must superscribed on its body "Application form for the post of Stenographer Grade-III". Last date for receiving of application form for the post of Stenographer Grade-III is upto **29.07.2016**.

5. HOW TO APPLY:

Along with the duly filled up application, candidate must enclose the following documents otherwise the application will be rejected .

- (i) 2(two) recent colour pass port size photographs duly attested by Gazetted Officer/Self Attested which should be pasted on the space provided in the Application form and attendance sheet respectively.
- (ii) Self Attested copy of Class-X passed certificate issued by the Recognized Board/University.
- (iii) Self Attested copy of Class-XII passed certificate issued by the Board only will be accepted.
- (iv) Self Attested copy of Bachelor's Degree Certificate.
- (v) Self Attested copy of APST Certificate.
- (vi) Self Attested PRC for General Candidate.
- (vii) Copy of NOC from concerned department (in case of candidate already in the Govt. Service).
- (viii) Duly Self Attested Disability certificate for person with disability from authorized Standing Medical Board.

The concerned specialist must be a member of such Standing Medical Board.

All the supporting documents submitted by the candidates must be Self Attested or by a Gazetted Officer with seal and signature of the attesting officer other wise the application will be rejected.

6. LAST DATE FOR RECEIVING APPLICATION :

The last date for receiving Application by the Commission is up to **29.07.2016** till

4.00 P.M.

7. OTHER CONDITIONS:

- (i) The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the interview or Selection will be final and no correspondence or Personal enquiry will be entertained.
- (ii) The Physically handicapped candidates should furnish disability Certificate issued by the State Standing Medical Board, in the prescribed format.
- (iii) Application received after the closing date or incomplete in any respect will be rejected. Date of birth as recorded in matriculation or equivalent certificate & Admit Card as issued by the Board only will be accepted.
- (iv) The Commission will not be responsible for delay in receipt of application, due to any reasons whatsoever.

- (v) Other conditions not specified here in but given in the application form will also apply.
- (vi) **CANDIDATES ARE URGED TO READ THE INSTRUCTIONS AND FILL UP THE FORMS CAREFULLY AS THERE WILL BE NO FURTHER RECTIFICATION PERIOD AFTER CLOSING DATE.**

(Ropak Boje)
Joint Secretary(Rectt).

Memo No. PSC-R(A)/01/2016
Copy to:-

Dated Itanagar, the 27th June, 2016

1. The Secretary to Governor, Arunachal Pradesh, Itanagar.
2. The PS to Hon'ble Chief Minister, Arunachal Pradesh, Itanagar.
3. PS to All Ministers/Speaker/Deputy Speaker, Arunachal Pradesh, Itanagar.
4. PS to Chief Secretary, Govt. of Arunachal Pradesh, Itanagar.
5. All Commissioners/Secretaries, Govt. of Arunachal Pradesh, Itanagar.
6. All Heads of Department, Govt. of Arunachal Pradesh, Itanagar.
7. The Secretary (Gazetters), Govt. of Arunachal Pradesh, Itanagar.
8. All Deputy Commissioners/Additional Deputy Commissioner, Govt. of Arunachal Pradesh.
9. The Under Secretary (SA) with reference to his letter No.. Estt. (A)- 43/81/Vol-III(pt) Dated 10th March, 2016 & NO.GA-64/2016/88 Dated 15th June, 2016.
10. The Director (Printing), Govt. of Arunachal Pradesh, Naharlagun for publication of the advertisement in the next issue of the Arunachal News Letters.
11. The Station Director(AIR), Itanagar/Pasighat/Tezu/Tawang/ with a request to arrange broadcasting at a suitable time.
12. The Employment Officers of All District, Arunachal Pradesh.
13. The Resident Commissioners/Deputy Resident Commissioners New Delhi/Shillong/Guwahai/Kolkata/Tezpur.
14. The Editor, **The Eastern Sentinel, Itanagar** with a request to publish the advertisement of 8 sized font in one issue of their paper. There should be Ashoka Emblem on the top left corner of the advertisement . The bill in triplicate with a copy of the advertisement published may be sent to the undersigned for payment.
15. The Editor, **The Echo of Arunachal**, Itanagar with a request to publish the advertisement of 8 sized font in one issue of their paper. There should be Ashoka Emblem on the top left corner of the advertisement . The bill in triplicate with a copy of the advertisement published may be sent to the undersigned for payment.
16. Notice Board/Office Copy.



(Ropak Boje)
Joint Secretary(Rectt).