



PUNJAB PUBLIC SERVICE COMMISSION
BARADARI GARDEN, PATIALA- 147001
WEBSITE : www.ppsc.gov.in

Advt. No. 01

The Punjab Public Service Commission invites Online Application Forms from eligible candidates for recruitment to **126 Posts of Section Officer** in the Department of Finance (Treasuries and Accounts) Govt. of Punjab.

Note : This Advertisement is being published as per the requisition received from the Department of Finance (Treasuries and Accounts) Government of Punjab vide letter No. TA(S-3)/PPSC/Syllabus 2012/3, 1522 and 2813 dated 01/01/2013, 08/02/2013 and 18/03/2013.

1. Category-wise Break up of Posts is given below: -

| Sr. No. | Category Code | Name of Category | No of Post |
|--------------|---------------|---|------------|
| 1 | 71 | General | 62 |
| 2 | 72/73 | ESM/LDESM, Punjab` | 09 |
| 3 | 74 | Freedom Fighter, Punjab | 01 |
| 4 | 75 | Sports Person, Punjab | 03 |
| 5 | 76-A | Visually Impaired | 02 |
| | 76-B | Hearing Impaired | 01 |
| | 76-C | Orthopaedically Disabled | 01 |
| 6 | 77 | S.C. Others, Punjab | 13 |
| 7 | 78/79 | S.C.ESM/LDESM, Pb. | 03 |
| 8 | 80 | S.C. Sports Person, Pb. | 01 |
| 9 | 81 | Balmiki/Mazhbi Sikh, Punjab | 13 |
| 10 | 82/83 | Balmiki/Mazhbi Sikh ESM/LDESM, Punjab | 02 |
| 11 | 84 | Balmiki/Mazhbi Sikh Sports Person, Punjab | 00 |
| 12 | 85 | Backward Classes, Punjab | 13 |
| 13 | 86/87 | B.C. ESM/LDESM, Pb. | 02 |
| Total | | | 126 |

The Candidates should indicate in the Online Application Form, the reserve category for which they want to be considered. The number of vacancies and reservation of posts is liable to alteration without any notice.

2. **PAY SCALE:** Rs. 10300-34800 + 5000/- Grade Pay

3. **ESSENTIAL QUALIFICATIONS:**

(i) M.Com. Degree in first division

OR

B.Com. with (ICWA) Inter / C.A. Inter / C.S. Inter from a recognized University/ Institution

(ii) Punjabi of Matric or its equivalent Standard.

Important Note: The candidates **MUST** possess the requisite qualification **before or by 23rd** April, 2013 (i.e. The Last date of submission of Online Application Forms.)

4. AGE

- (i) Candidate should not be below 18 years and above 38 years of age on 1-1-2013.
- (ii) Upper age limit is relaxed up to 48 years for all States/ Central Government employees.
- (iii) The Upper age limit is relaxed upto 43 years for Scheduled Castes of all States and Backward Classes of Punjab only.
- (iv) Ex-servicemen of Punjab Domicile shall be allowed to deduct the period of his service in the Armed Forces of Union from his actual age and if the resultant age does not exceed the maximum age limit prescribed for direct appointment to such a vacancy in the Service Rules concerned by more than three years, he shall be deemed to satisfy the condition regarding age limit.
- (v) Upper age limit is also relaxed upto 43 years for Widows, Divorcees and certain other Categories of Women.
- (vi) Upper age limit is also relaxed upto 48 years for Physically Handicapped of Punjab.

5. COMPETITIVE EXAMINATION

The Commission shall hold a competitive examination, as per the syllabus notified by the Department of Finance (Treasuries and Accounts).

The time schedule for the Competitive Examination is-as under:-

| <u>Paper</u> | <u>*Date of Examination</u> | <u>Time of Examination</u> | <u>Duration of Examination</u> |
|--------------|-----------------------------|----------------------------|--------------------------------|
| Paper-I | 12 th May, 2013 | 11:00 AM to 12:30 PM | 90 Minutes |
| Paper-II | 12 th May, 2013 | 02:00 PM to 03:30 PM | 90 Minutes |

*** Note: PPSC reserves the right to alter the schedule if situation warrants the same.**

IMPORTANT NOTE : The candidates can ONLY apply by filling Online Application Form, a link of which is available on the website of Punjab Public Service Commission www.ppsc.gov.in

Last date for filling Online Application Form: 23rd April , 2013

**Last Date of receipt of Hard Copy of Application Form alongwith relevant documents:
30th April , 2013**

(It may be noted that the Last date of submitting Online Application Form is 23rd April, 2013. The last date of submission of Print out of the Online Application Form is 30th April, 2013. One week extra time is given only to cater for the travel time of post/ postal delay if any.)

Dated : 01-04-2013

Sd/-
Secretary
Punjab Public Service Commission
Patiala

*Form of certificate to be submitted by a candidate belonging to Scheduled Caste and Scheduled Tribe
in support of his/her claim*

FORM OF CASTE CERTIFICATE

1. This is to certify that Shri/Shrimati/Kumari _____ son/daughter
of Shri _____ of village/Town _____
in District/Division _____ State of _____ belongs to
_____ Caste/Tribe, which has been recognised as a Scheduled Caste/Scheduled Tribe
as per "The Constitution (Scheduled Castes) Order, 1950".

2. Shri/Shrimati/Kumari _____ and/or/his/her family ordinary
resides in village/town _____ of District/Division _____
of the State of _____.

Signature _____

Designation _____

(With Seal of office) _____

Place: _____

State: _____

Date: _____

* Please score out whichever is not applicable.

Note: The word 'ordinarily resides' here will have the same meaning as is given in Section 20 of the Representation of People Act, 1950.

Form of certificate to be submitted by a candidate belonging to a Backward Class in support of his/her claim

FORM OF CERTIFICATE OF BACKWARD CLASS

1. This is to certify that Shri/Shrimati/Kumari _____
son/daughter of Shri _____ of village/town _____
in District/Division _____ of the State of Punjab belongs to
the _____ Caste, which is recognised as a Backward Class in terms of
Punjab Government letter No. _____ dated _____.
2. This is also certified that he/she does not belong to any category of persons/sections mentioned
in column 3 of the schedule to the Punjab Government, Department of Welfare letter
No.1/41/93-RCI/459 dated 17-01-1994, No. 1/41/93-RC1/1597 Dated 17-08-2005 & No.
1/41/93-RCI/209 dated 24-02-2009..
3. Shri/Shrimati/ Kumari _____ and or his/her family
ordinarily reside(s) in village/town _____ of District/Division
_____ of the State of Punjab.

Signature _____

Designation _____

(Seal of the officer concerned) _____

Place: _____

State: _____

Date: _____

Form of certificate to be submitted by a candidate who is a lineal descendant of an ex-serviceman in support of his/her claim

LINEAL DESCENDENT CERTIFICATE

(As per Punjab Government Notification No. G.S.R.9/Const/Art. 309, 234 and 318/Amd (5)/2003 dated 6 Nov 2002 and letter No. 15/7/92-4DW/Part 11/2056 dated 30 Apr 2003)

Certified that Sh/Smt/Miss _____ is a Lineal Descendent/

Wife of No. _____ Rank _____

Name _____ who is an Ex-Serviceman as per Identity Card No. _____

issued by District Sainik Welfare Officer _____ and residing at

Village/Town _____ PO _____ District. _____

2. This certificate is issued to Sh./ Smt/ Miss _____ whose date of birth is _____ strictly for the purpose of:

*(a) employment for the post of _____ in the office of _____

*(b) admission for (name of the class/course) _____ in _____ (name of the educational Institution).

*(Strikeout whichever is not applicable)

District Sainik Welfare Officer

No.: _____

Place: _____

Date: _____