

## Advertisement No. 5 of 2012

### **Recruitment Examination, 2012 for the post of Teacher (Bengali/Hindi/Urdu) in the Kolkata Municipal Corporation**

Applications are invited in the prescribed form on or before **31<sup>st</sup> December, 2012 (Monday up to 05.00 P.M.)** from the Indian citizens (both men and women) for a Competitive Examination to be held in Kolkata for recruitment to the post of **Teacher (Bengali/Hindi/Urdu)** in the Kolkata Municipal Corporation. Two panels--one main panel against clear vacancies and one supplementary panel against subsequent vacancies will be prepared in order of merit on the result of the Recruitment Examination. The panels will remain valid for one year only from the date of its publication.

### **Qualifications for the post of Teacher, KMC (Primary) School**

The candidate shall possess the following minimum educational qualifications:

- i) Higher Secondary pass under the West Bengal Council of Higher Secondary Education or its equivalent with at least 50% marks and 2 years Diploma in Elementary Education (by whatever name known); or
- ii) Higher Secondary pass under the West Bengal Council of Higher Secondary Education or its equivalent with at least 45% marks and 2 years Diploma in Elementary Education (by whatever name known), in accordance with the NCTE (Recognition Norms & Procedure), Regulations, 2002; or
- iii) Higher Secondary pass under the West Bengal Council of Higher Secondary Education or its equivalent at least 50% marks and 4 years Bachelor of Elementary Education (B.El.Ed.); or
- iv) Higher Secondary pass under the West Bengal Council of Higher Secondary Education or its equivalent with at least 50% marks and 2 years Diploma in Education (Special Education); or
- v) Graduation and two years Diploma in Elementary Education (By whatever name known).

Note 1 – For the purposes of the above-noted qualification:-

(a) A Diploma in teacher education recognized by the National Council for Teacher Education (NCTE) shall be considered ;

(b) In case of Diploma in Education (Special Education) and B.Ed. (Special Education) a course recognized by the Rehabilitation Council of India (RCI) only shall be considered.

Note 2 – A person with D.Ed. (Special Education) or B.Ed.(Special Education) qualification shall, after appointment, undergo six month special programme in Elementary Education recognized by the National Council for Teacher Education (NCTE).

Note 3 – The persons having qualification of Higher Secondary pass under the West Bengal Council of Higher Secondary Education or its equivalent with at least 50% marks or Graduate (Irrespective of marks obtained therein) or equivalent without 2 years Diploma in Elementary Education (by whatever name known) or 4-year Bachelor of Elementary Education (B.El.Ed.) or 2-year Diploma in Education (Special Education) shall also be eligible for appearing in the examination to be conducted for appointment of Primary School Teachers in the KMC upto 31<sup>st</sup> March, 2014, subject to condition that those who are appointed without professional qualification shall acquire the professional qualification as specified above within a period of two (2) years from the year of appointment.

Note 4 – Any candidate seeking appointment to the post of Primary School Teacher shall have studied and passed in the specific language as the first or the second language in the Higher Secondary level or equivalent for which medium of instruction, the candidate is seeking appointment.

Note 5 – In case of the certificate issued by the authority other than the West Bengal Council of Higher Secondary Education, the said certificate issuing authority should be set up a statutory authority and the said certificate issuing authority should be authorized by the Government of India or by the State Government of the concerned State, as the case may be, for issuing Higher Secondary Level Certificate.

Note 6 – All candidates must have studied and obtained Madhyamik (Secondary) Pass Certificate or equivalent with Mathematics and English as subjects.

Note 7 – The equivalent of Madhyamik Certificate means the said certificate issuing authority should be set up as per Act framed by the Government of India or by the State Government of the concerned State and the said authority should be authorized by the Government of India or by the State Government of the concerned State, as the case may be, for issuing Secondary Level Certificate.

**Pay:** Pay Band-2. (Rs. 5,400/--25,200/- & Grade Pay Rs.2,600/-).

**Tentative Vacancies:**

**Teacher (Bengali Medium) : Main Panel :** Total : 288 (General-136, Gen (PH)-12, SC-60, ST-16, OBC (A)-40, OBC (B)-24. **Supplementary Panel :** Total : 144 (General-68, Gen (PH)-06, SC-30, ST-08, OBC (A)-20, OBC (B)-12.

**Teacher (Hindi Medium) : Main Panel :** Total : 71 (General-33, Gen (PH)-03, SC-15, ST-04, OBC (A)-10, OBC (B)-06. **Supplementary Panel :** Total : 35 (General-16, Gen (PH)-01, SC-08, ST-02, OBC (A)-05, OBC (B)-03.

**Teacher (Urdu Medium for Male) : Main Panel :** Total : 43 (General-18, Gen (PH)-02, SC-09, ST-03, OBC (A)-06, OBC (B)-05. **Supplementary Panel :** Total : 22 (General-08, Gen (PH)-01, SC-05, ST-02, OBC (A)-03, OBC (B)-03.

**Teacher (Urdu Medium for Female) : Main Panel :** Total : 19 (General-07, Gen (PH)-01, SC-05, ST-02, OBC (A)-02, OBC (B)-02. **Supplementary Panel :** Total : 09 (General-03, Gen (PH)-01, SC-02, ST-01, OBC (A)-01, OBC (B)-01.

**Age:** Lower and upper age limits are 18 & 40 (for General) years as on 1<sup>st</sup> January 2012. Relaxable by 5 years for S.C /S.T& P.H and 3 years for O.B.C-(A) & (B) category candidates. Candidates claiming to be S.C, S.T. and O.B.C.-(A) & (B) (Not belonging to creamy layer) must furnish along with their applications, self-attested photocopy of certificate issued by a competent authority of West Bengal, in support of their claim, failing which their applications will not be entertained.

**Application Fee (Non-Refundable) :** An application fee of Rs.150=00 (Rupees One Hundred & Fifty) and processing charge of Rs.50/- (Rupees fifty) shall be collected through all branches of United Bank of India and deposited to A/C No.0088050006323 vide challan specially designed and available at Commission's website [www.mscwb.org](http://www.mscwb.org). One part of the challan meant for Commission will have to be attached with the application form, failing which application will be rejected. **No application fee shall be paid by the candidates belonging to S.C., S.T. & P.H. category, however processing charge of Rs.50/- shall be collected from applicants belonging to S.C., S.T. & P.H. category, they will have to enclose self-attested photocopies of the requisite SC/ST/PH certificate in support of their claim along with the application .**

**Note :** The bank will charge Rs.20 per transaction including service tax from the applicants.

Submission of **Multiple Applications** is strictly prohibited. A candidate can submit only one application. In case of submission of more than one application all the applications will be cancelled.

**Method of Recruitment:** The recruitment examination will be held in two stages viz., (i) Preliminary Examination (Multiple choice, Objective Type), (ii) Main Examination (Written - conventional type).

(i) **Preliminary Examination :** The examination will consist of one paper of **General Knowledge, Current Affairs, History, Geography, General Science and Mathematics (Madhyamik examination standard)** with total marks of 100 comprising 100 questions (Multiple Choice-Objective Type Questions) carrying 1 mark for each question. **There will be negative marking & 0.25 marks will be deducted for each wrong / incorrect answer.** Questions will be set in English and time allowed **two hours**. The examination will be a test for selection of candidates for the Main Examination. The marks obtained by the candidates in the Preliminary Examination will not be counted for the purpose of determining the final merit list. Qualifying marks for such preliminary examination will be 50 (fifty) for general candidates, 45 for OBC candidates and 40 (Forty) for S.C., S.T & PH candidates. About 10 times the strength of the panels (both main & supplementary) will be called on merit basis for the main examination subject to their obtaining qualifying marks in the preliminary examination. However, the commission reserves the right to relax the qualifying marks in respect of all or any of the categories, if necessary.

(ii) **Main Examination:** The examination will consist of one paper on English-50 marks, Bengali/Hindi/ Urdu-50 marks and Mathematics-50 marks (all conventional type questions) with total marks of 150. Duration of the examination will be **three hours**.

**Syllabus for Main Examination :** (a) English: English Grammar, Precis Writing, Letter Writing and Essay Writing. (b) Bengali/Hindi/Urdu : Grammer, Precis Writing, Letter Writing and Essay Writing (c) Mathematics : Questions will be set in English and on the basis of the syllabus of Madhyamik Examination of the West Bengal Board of Secondary Education and answer shall be written in English only. Questions for English, Bengali/ Hindi/Urdu will be of Higher Secondary Standard of the West Bengal Council of Higher Secondary Education.

**How to Apply :** A Candidate intending to sit for the examination shall submit his/her application in the prescribed form by post or in the box kept at Commission's Office at the above mentioned address on any working day during office hours within the last date mentioned in the advertisement. Self-attested photocopies of the documents/certificates in support of age, caste, qualification, and experience (if any) etc., whichever applicable, shall be submitted as supporting documents along with the application. One part of the challan meant for the Commission as already mentioned in para relating to Application Fee should also be enclosed with the application. Original certificates have to be produced whenever asked for. Candidate should fill in the Application Form in his/her own handwriting. Incomplete Application or Application with defect in any respect or without requisite documents will be summarily rejected.

**Last date for submission of application: 31<sup>st</sup> December, 2012 (Monday up to 05.00 P.M.).** Applications if received after closing date will not be entertained. The Commission will not be responsible for any postal delay. A Candidate now in service under Central or the State Govt., Semi-Government, Local/Statutory body shall have to ensure that No objection Certificate (NOC) from his/her present employer reach the office of Municipal Service Commission before the date of Main Examination.

**Canvassing:** Canvassing in any form will disqualify the candidature.

**Miscellaneous:** Candidates shall be responsible for whatever information is submitted in the application. If any of the statements made by a candidate in the application form be subsequently found to be false or cannot be proved by him/her, his/her candidature will be liable for cancellation, and even if he or she is appointed to a post on the basis of results of this examination, his/her service will be liable to be terminated, apart from taking other legal actions. Wilful suppression of any material fact will also be similarly dealt with. Candidates should take particular note that entries in their application forms submitted to the Commission must be made correctly against all the items which will be treated as final and no alteration or addition in this regard shall be entertained after submission of the application form. Admit Cards for the examination will be sent to the eligible candidates. No candidates shall be allowed to enter the examination hall unless he/she holds valid Admit Card. Admission to the Examination will be deemed provisional subject to determination of his/her eligibility. If at any stage a candidate is found ineligible for admission in terms of conditions of eligibility for this examination, his/her candidature will be cancelled without further reference to him/her.

**Application form and Bank Challan Form** are obtainable through the Commission's Website at **[www.mscwb.org](http://www.mscwb.org)**.

**NOTE:** The Municipal Service Commission reserves the right to rectify errors and omissions, if any, in the process of holding the examination and final declaration of result.

Dated: Kolkata, the 1<sup>st</sup> December, 2012.

SECRETARY  
Municipal Service Commission

**MUNICIPAL SERVICE COMMISSION**  
**149, A.J.C. Bose Road, Kolkata-700 014**

**APPLICATION FORM FOR THE POST OF**  
**TEACHER (BENGALI/HINDI/URDU) RECRUITMENT EXAMINATION**

**TO BE FILLED UP BY THE CANDIDATE**

**Name of United Bank of India Branch  
 where fee/ and processing charge  
 deposited**  
 .....

**Amount.....**

**Date.....**

**Transaction ID No.....**

**FOR OFFICE USE ONLY**

**Application No :**  
 .....

**Roll No. :**  
 .....

Paste a passport  
 size recent  
 Photograph of the  
 Candidate duly  
 signed by him/her  
 on the front side of  
 the photograph.

1. NAME OF THE POST APPLIED FOR : \_\_\_\_\_
2. Advertisement No. : \_\_\_\_\_
3. Name of the Candidate (In Capital letters) : \_\_\_\_\_
4. a) 1<sup>st</sup> language (as H.S or equivalent level) : \_\_\_\_\_
4. b) 2<sup>nd</sup> language of H.S. level or equivalent : \_\_\_\_\_  
 [See note-4 of the qualification criteria of the advertisement]
5. Sex (Male/ Female) : \_\_\_\_\_
6. Father's/Husband's Name : \_\_\_\_\_
7. Nationality : \_\_\_\_\_
8. Date of Birth (In Christian era) : \_\_\_\_\_
9. Age (as on 1<sup>st</sup> January, in the  
 Year of advertisement) : \_\_\_\_\_
10. Address for Communication : \_\_\_\_\_  
 (PIN CODE must be mentioned)  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_ Pin 

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11. (i) Do you belong to S.C./S.T./O.B.C.-A/O.B.C.-B  
 of West Bengal ? (State 'Yes' or 'No') : \_\_\_\_\_

(ii) If yes, specify the Category  
 (Put tick mark in appropriate box)

SC	ST	OBC-A	OBC-B
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(iii) Mention the name of sub-caste/Tribe/Community: \_\_\_\_\_  
 (As the case may be)

12. Whether Physically Handicapped [State 'Yes' or 'No']: \_\_\_\_\_

13. If yes, specify the Category : \_\_\_\_\_

14. Whether belongs to Ex. Serviceman [State 'Yes' or 'No']: \_\_\_\_\_

15. Educational Qualifications (Madhyamik examination onwards)

Name of the Examination	Year of Passing	Division/ Class	Percentage of marks obtained	Subjects taken	Board/University

16. If employed previously or at present, the details thereof :

Name of the Organisation (s)	Position/Designation held	Nature of duty (ies)	Period of Service	
			From	To

17. List of attested documents enclosed: (i) \_\_\_\_\_ (ii) \_\_\_\_\_

(iii) \_\_\_\_\_ (iv) \_\_\_\_\_

(v) \_\_\_\_\_ (vi) \_\_\_\_\_

**DECLARATION**

I solemnly declare that (a) All statements made in this application are true, complete and correct (b) Original documents will be produced on demand (c) I agree to take the examination on the condition that the Commission may cancel my candidature if I am found any time ineligible for admission to the examination and (d) I have submitted no other application for this examination.

\*\* I have informed the head of my Office or Department .in writing that I am applying for this examination (\*\*Strike off this sentence if the candidate is not in service of Government or Local or Statutory Body).

Place:

Date:

Signature of the Candidate in full

Bank Branch Copy

**Bank Challan Form**

**UNITED BANK OF INDIA**

Name : Municipal Service Commission  
Account No. **0088050006323**  
Home Branch : Entally (0088)  
MSC Advertisement No. 5 for recruitment to the post of Teacher  
(Bengali/Hindi/Urdu) under Kolkata Municipal Corporation.

Branch where deposited .....Date.....

Applicant's Name.....

Father's /Husband's Name.....

Date of birth.....

Category [ General / OBC(A) / OBC (B) ].....

Application fee..... Rs.150.00

Processing charge..... Rs. 50.00

Service charge for bank..... Rs. 20.00

Total Rs. 220.00  
(Rupees two hundred twenty only)

Transaction ID to be  
noted by receiving official

Signature of depositor

Bank seal

Signature of receiving official

Applicant's Copy

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MSC'S Copy

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Applicant's Name.....

Father's /Husband's Name.....

Date of birth.....

Category [ SC/ ST / PH ].....

Application fee NIL

Processing charge Rs. 50.00

Service charge for bank Rs. 20.00

Total Rs. 70.00  
(Rupees seventy only)

Transaction ID to be noted by receiving official

Signature of depositor

Bank seal

Signature of receiving official

Applicant's Copy

**Bank Challan Form**

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Branch where deposited .....Date.....

Applicant's Name.....

Father's /Husband's Name.....

Date of birth.....

Category [ SC/ ST/ PH].....

Application fee NIL

Processing charge Rs. 50.00

Service charge for bank Rs. 20.00

Total Rs. 70.00  
(Rupees seventy only)

Transaction ID to be noted be receiving official

Signature of depositor

Bank seal

Signature of receiving official

MSC's Copy

**Bank Challan Form**

**UNITED BANK OF INDIA**

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Branch where deposited .....Date.....

Applicant's Name.....

Father's /Husband's Name.....

Date of birth.....

Category [ SC/ ST/ PH].....

Application fee NIL

Processing charge Rs. 50.00

Service charge for bank Rs. 20.00

Total Rs. 70.00  
(Rupees seventy only)

Transaction ID to be noted be receiving official

Signature of depositor

Bank seal

Signature of receiving official