



WEST BENGAL MUNICIPAL SERVICE COMMISSION

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Advertisement No. – 12 of 2022.

Recruitment Examination, 2022 for the post of Sub- Overseer (SWM) (Gr. - IV) under Kolkata Municipal Corporation

Online applications are invited through our website www.mscwb.org from the citizens of India for recruitment to the post of **Sub-Overseer (SWM) (Gr. - IV)** under the Kolkata Municipal Corporation on and from **29.12.2022** in reference of approval by the Department of Urban Development & Municipal Affairs (Municipal Affairs Branch), Govt. of West Bengal vide no. 58/MA/O/LSG/CC/2A-02/2019 dated 16.10.2020.

Sl. No.	Name of the Post	No. of Vacancy	Category wise Vacancy Position	Scale of Pay	Essential Qualifications & Age
1.	Sub-Overseer (SWM) (Gr.-IV)	75	UR - 35, UR(PWD) – 02*, UR (Ex. Serviceman)- 03, UR (Meritorious Sports Person)- 02, SC-17, ST-04, OBC(A)- 07, OBC(B)-05 * [01 (one) vacancy of UR(PWD) has been kept reserved person with Loco-motor disability or Cerebral Palsy and 01 (one) vacancy for Hearing Impaired]	Pay Level – 4 of the Pay Matrix of ROPA 2019	1. Madhyamik Examination Pass from the Board of Secondary Education, West Bengal or its equivalent. Candidates having higher qualification may also apply. 2. Age not more than 40 years on the 1 st January of the year of Advertisement. Provided upper age limit shall be relaxable for the candidates of SC/ST/OBC/PWD as per Government of WB Rules in force. (Please refer sl.no.3 'Age Relaxation' of this advertisement) N.B.: Age as recorded only in the Madhyamik or equivalent certificate will be accepted. Minimum age limit for recruitment to the post of SUB-OVERSEER (SWM) (Gr.-IV) in KMC shall not be less than 18 (Eighteen) years as on the 1 st January of the year of Advertisement.

N.B. – Both men & women are eligible to apply for the post.

1. **Uploading of documents and Certificate:**

Document regarding Essential Qualifications, Age, Caste, Sports, PWD certificate must be scanned and uploaded along with online application. **Bonafide Certificates issued by competent authorities must be obtained within the closing date of Advertisement.**

2. **Submission Of Bond:**

Candidates called for personality Test will have to submit a declaration and those recommended for appointment will have to submit a Bond on Rs. 50/- Non- Judicial Stamp Paper to the effect that in case of the appointment they will arrange for temporary lodging / shelter for doing emergency duties as and when may be required by the Kolkata Municipal Corporation Authorities.

3. **Age Relaxation:**

The upper age-limit shall be relaxable for Schedule Caste, Scheduled Tribe candidates of West Bengal by 5 years and relaxable for Other Backward Classes (OBC-A & OBC-B) candidates of West Bengal by 3 years. In the case of Persons with Disabilities of 40% and above as per Govt. rules, the upper age-limit shall be up to 45 years. **Scheduled Caste, Scheduled Tribe & Other Backward Class candidates of other States shall be treated as General Candidates.**

An ex-serviceman shall be allowed to deduct the period of actual military service from his/her actual age and if the resultant age does not exceed the maximum age limit prescribed for the post of Sub-Overseer (SWM) (Gr-IV) by more than three years he/she shall be deemed to satisfy the condition regarding age limit.

4. **Sports eligibility for the post of Sub-Overseer (SWM) (Gr-IV) under Meritorious Sports Persons quota:**

The Players / Sports Persons for such direct recruitment should have participated in tournaments / events / meets at the international/national or state level organized by a representative Association / body in the concerned discipline; as prescribed in **KMC (Recruitment of Sportsman) Special Regulation, 1986**. Preference will be given to those players who have represented Mayor's Team in National / International meets / events.

The list of Sports which qualify for appointment of Meritorious Sports Persons is furnished below:

(i) Athletics, (ii) Badminton, (iii) Basket Ball, (iv) Cricket, (v) Football, (vi) Hockey, (vii) Swimming, (viii) Table Tennis, (ix) Volley Ball, (x) Tennis, (xi) Weight Lifting, (xii) Wrestling, (xiii) Boxing, (xiv) Cycling, (xv) Gymnastics, (xvi) Judo (xvii) Rifle Shooting and (xviii) Kho Kho.

The details of the competent authority for awarding certificate are as under:

Sl.No.	Competition	Authority awarding certificate
1.	International Competition	Secretary of the National Federation / National Association of the Sports Concerned
2.	National Competition	Secretary of the Association of the sports Concerned.
3.	Inter University Tournaments	Dean / Director of Sports or other Officer in overall charge of sports of the university concerned.
4.	National Sports / Games for School Education	Director or Deputy Director in overall charge of sports / games for schools in Directorate of School Education, WB.

5. **Regarding SCRIBE:**

Candidates suffering from blindness or low vision, loco motor disability/cerebral palsy where dominant (writing) extremity is affected to the extent of slowing down the performance of function (minimum of 40 percent of impairment) may seek help of a **SCRIBE** to write in the examination. They need to apply to the Secretary of the Commission in prescribed format available from Commission's website www.msceb.org on and from **30-01-2023** to **06-02-2023** between 11 AM and 4PM in person after submission of online application. Request for Scribe to the Commission's office other than candidate herself/ himself (along with requisite bonafide certificate) will not be entertained under any circumstances. Scribe shall be provided subject to fulfilment of Criteria / norms of eligibility.

No claims / request will be considered beyond the date mentioned above.

6. **Application Fee/ Processing charges:**

(Non-Refundable, Payable to WBMSC by online mode only)

- 1) Application fee for U.R. & O.B.C candidates are Rs. 150=00 (**Rupees One hundred and fifty**) plus Processing Charges Rs. 50=00 (**Rupees Fifty**) i.e., Rs. 200=00 (Rupees Two hundred) only.
- 2) For SC, S.T. & P.W.D candidates only Processing Charges Rs. 50=00 (**Rupees Fifty**) to be paid.
- 3) **NO EXEMPTION OF FEE IS AVAILABLE TO SC/ST/OBC CANDIDATES OF OTHER STATES.**
- 4) The application fees plus processing charges as mentioned in Paras (1) and (2) above shall be collected by Online payment method only through **Indiaideas.com Limited (Bill Desk)** as mentioned at our website www.mscwb.org.

7. **Method of Recruitment & Syllabus:**

A. **Mode of Examination:**

The Examination will be held in **Kolkata center only** and in two successive stages, viz. (1) **Written Test (Multiple choice Objective type)** (2) **Personality Test**, as detailed below:

(1) **Written Test:** 200 marks

The OMR based Written Examination of **200 marks** consisting of **100 multiple choices**, objective type questions carrying 02 (two) marks each will be conducted. There will be negative marking of 01 (one) mark each for every incorrect / wrong answer. Question will be set in English and time allowed will be **2 (Two) hours**.

(2) **Personality Test:** 40 marks

The Personality test will be held at the **Commission's office in Kolkata**. Based on merit, candidates of 5 (five) times the number of vacancies, will be called for verification of original documents subject to obtaining qualifying marks @ 45% for General Candidates, @ 40% O.B.C. (A) & O.B.C. (B) Candidates and @ 35% for S.C., S.T. & PWD candidates. After the said verification, eligible candidates of 3 (three) times the number of vacancies will be called on merit basis for Personality Test. The Commission shall have discretion to relax qualifying marks of the examination.

Final merit list will be prepared on the basis of total marks obtained by the candidates in the written examination and Personality test.

B. **Syllabus:**

The written examination will be OMR based and will consist of only one paper on General Knowledge (including Indian History & Indian Geography), English, Current Affairs, Science, Mathematics (question will set on the basis of the syllabus of Madhyamik examination of the WBBSE) & Reasoning etc.

8. **Results of the Examination:**

The names of the candidates called for verification of original documents, Personality Test and those recommended for appointment provisionally will be published in the website of the Commission www.mscwb.org subject to determination of eligibility of the candidates in all respects. If at any stage of such verification or later on any candidate is found ineligible, his / her candidature / allotment/ recommendation/ appointment will be cancelled.

9. **Miscellaneous:**

A candidate now in service under Central or the State Government / Semi Government / Local / Statutory Body / Urban Local Bodies shall have to ensure that No-Objection Certificate (N.O.C.) from his / her present Employer reaches the Office of the West Bengal Municipal Service Commission before the date of Personality Test. Otherwise, he / she will not be considered eligible for

the Personality Test. **If at any stage a candidate is found ineligible for admission in terms of condition of eligibility for this Examination, his / her candidature will be rejected without further reference to him / her.**

10. Last Date:

Last date for Registration for on-line application and the process of submission of Application must be completed by **28.01.2023**.

11. Caution:

Submission of more than one application for one particular post is strictly prohibited. The candidature of a candidate who submits more than one application for admission to the selection procedure, will be cancelled even if he/she is admitted to the same.

12. Canvassing:

Any attempt on the part of a candidate to enlist support for his / her application through persons, officials of Government, or agencies will disqualify him / her for appointment. Spontaneous recommendations from persons interested in the candidates, or otherwise known to them, will be disregarded and will render candidates' ineligible.

NOTE:

The West Bengal 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. 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.

For Update / Corrigendum/ Notice, candidates are advised to follow our official website www.mscwb.org on regular basis.

**Dated, the Kolkata
23rd December, 2022**


Secretary
West Bengal Municipal Service Commission
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149, A.J.C. Bose Road, Kolkata