ODISHA PUBLIC SERVICE COMMISSION

19, DR. P.K. PARIJA ROAD, KATAKA, 753001

NOTICE

No.6266.../PSC, Dt...05.11.2026

(DR-IV)(2PH-03-2026/27)

ADVERTISEMENT NO. 15 OF 2026-27

WEBSITE - https://www.opsc.gov.in

I.	**Assistant Section Officer (Group-B) Odisha Secretariat Service Cadre under Home Deptt.**
II.	**No. of Vacancies – 340(114-W)**

Online applications are invited from the prospective candidates through the proforma application form to be made available on the website (**https://www.opsc.gov.in**). **The link for Registration and submission of online application shall be available from 09.11.2026 to 30.11.2026 till 05.00 P.M. (*Note:* 30.11.2026 *is the last date/closing date for submission of Registered Online Application*)** for recruitment to **340 (Three Hundred Forty)** posts of **Assistant Section Officer** (Group-B) Odisha Secretariat Service Cadre under Home Department in the scale of pay of Rs. 35,400/- in Level - 9, Cell- 1 as per the Pay Matrix provided under Rule – 3 of ORSP Rules, 2017 with usual Dearness and other Allowances as may be sanctioned by the Government of Odisha from time to time.

2. VACANCY POSITION:

As per requisition furnished by the Home Department, Government of Odisha, **the vacancy position for the post of Assistant Section Officer is 340 (114-w).** Out of which 144(48-w) vacancies are for UR category, 38(13-w) vacancies are reserved for SEBC category, 81(27-w) vacancies are reserved for SC category, and 77(26-w) vacancies are reserved for ST category.

Also, 25(09-W) posts are reserved for Person with Disabilities whose permanent disability is 40% or more, 19 posts are reserved for Ex-Servicemen, and 03(01-W) posts are reserved for Sports Persons.

Candidates belonging to the categories of Ex-Servicemen, PWD & Sports persons shall be adjusted against the categories to which they belong.

3. AGE:

A candidate must have attained the age of **21**(**twenty-one**) years and must not be above the age of **42** (**Forty-two**) years on the **1st day of January, 2026** i.e., he/she must have been born **not earlier than 2nd January, 1984 and not later than 1st January, 2005.**

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4. EDUCATIONAL QUALIFICATION:

A candidate must possess a Bachelor's Degree in any discipline from a recognized University or possess such other qualification equivalent thereto and must have adequate knowledge in Computer Application as specified in the Schedule.

5. EXAMINATION FEE:

The candidates other than SC, ST and PWD category shall have to pay the examination fee amounting to **Rupees Seven Hundred (₹700/-)** only through online mode while filling the Online Application Form. The examination fees paid shall be **refunded only to those candidates who actually appear in the Preliminary Written Examination. Applications without payment of examination fees (except SC/ST/ PWD candidates) will be taken as incomplete and outrightly be rejected.**

Refund shall be issued in due course after completion of the Written Examination. Refunds will be processed to the original mode of payment used at the time of the transaction by the candidate. (Credit Card, Debit Card, UPI, Net Banking, Wallet, etc.)

6. METHOD OF SELECTION:

The selection of candidates for recruitment to the posts of Assistant Section Officer shall be made on the basis of **Written Examination and Skill Test.**

The details of Plan of Examination, Scheme, Subjects & Syllabus for the Written Exam and Skill Test is available in the Long Advertisement.

7. DATE OF EXAMINATION

The Written Examination will be held on **17.01.2027 (Sunday).** The detailed Schedule and Centre of Examination will be notified in due course.

8. CONDUCT OF EXAMINATION

The provisions of Odisha Conduct of Examination Act,1988 and Odisha Public Examination (Prevention of Unfair Means) Act, 2024 are applicable to the examination of this recruitment. Any violation of the provisions of the said Acts will result in registration of criminal cases.

The candidates are advised to visit the Website of the Commission at **http://www.opsc.gov.in for detailed information for applying to the above post**. Application received through any other mode would not be accepted and summarily be rejected.

05/11/26

PLACE: KATAKA
DATE: 05.11.2026

SECRETARY
ODISHA PUBLIC SERVICE COMMISSION
KATAKA

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ସତର୍କତା ସଚେତନତା

OPSC ନିରପେକ୍ଷ, ସ୍ୱଚ୍ଛ, ଦୁର୍ନୀତିମୁକ୍ତ ଓ ମେଧାଭିତ୍ତିକ ଚୟନ ପ୍ରକ୍ରିୟା ଅନୁସରଣ କରି ଆସୁଛି। ପ୍ରଶ୍ନ ପତ୍ର ଗୁଡିକ ସମ୍ପୂର୍ଣ୍ଣ ଗୋପନୀୟତା ସହିତ ପ୍ରସ୍ତୁତ କରାଯାଏ। ତେଣୁ ସବୁ ଆବେଦନକାରୀଙ୍କୁ ସତର୍କ କରିଦିଆଯାଉଛି ଯେ, କୌଣସି ବ୍ୟକ୍ତିର ଫାନ୍ଦରେ ଫସିଯାଅନାହିଁ। ଯଦି କୌଣସି ବ୍ୟକ୍ତି ଚାକିରୀ କରି ଦେବା ପାଇଁ ପଇସା ମାଗୁଛି କିମ୍ବା ଧରାଧରିକରି ଚାକିରି କରିବାର ଆଶ୍ୱାସନା ଦେଉଛି, ତୁମେ **100%** ନିଶ୍ଚିତ ହୋଇଯିବ ଯେ ସେ ତୁମକୁ ଠକିବାକୁ ଚେଷ୍ଟା କରୁଛି। ଯଦି କିଏ ତୁମକୁ କହୁଛି ଯେ ପ୍ରଶ୍ନ ପତ୍ର ତା ପାଖରେ ଅଛି, ନିଶ୍ଚିତ ଯେ ସେ ତୁମକୁ ଠକିବା ପାଇଁ ଚେଷ୍ଟା କରୁଛି। ଚାକିରି ପାଇବା ପାଇଁ କାହାକୁ କିଛି ପଇସା ଦିଅ ନାହିଁ। କୌଣସି ଠକାମିର ଶିକାର ହୁଅନାହିଁ। ବିଶ୍ୱାସ ରଖ, କେବଳ ତୁମର ଯୋଗ୍ୟତା ଏବଂ ମେଧା ତୁମକୁ ଚାକିରି ଦେବ।

ଏହି ପରୀକ୍ଷା 'ଓଡ଼ିଶା ପରୀକ୍ଷା ପରିଚାଳନା ଆଇନ, ୧୯୮୮' ଏବଂ 'ଓଡ଼ିଶା ସାର୍ବଜନୀନ ପରୀକ୍ଷା (ଅନୁଚିତ ଉପାୟ ନିବାରଣ) ଆଇନ, ୨୦୨୪' ର ଅନ୍ତର୍ଗତ ଅଟେ। ଏହି ଆଇନଗୁଡ଼ିକର ବ୍ୟବସ୍ଥାକୁ ଉଲ୍ଲଂଘନ କରିବା ଏକ ଅପରାଧ ଅଟେ ଏବଂ ଏଥିପାଇଁ ଏଫ୍.ଆଇ.ଆର୍. **(FIR)** ରୁଜୁ କରାଯିବ।

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VIGILANCE AWARENESS

OPSC is conducting impartial, transparent, corruption-free and merit-based selection processes. The question papers are prepared maintaining absolute secrecy. All applicants are, therefore, cautioned not to fall into the trap of any person. In case anybody is demanding money from you to give the job or is assuring to give the job through his networking, you must be 100% sure that he is trying to cheat you. If anyone claims that he has the Question Papers, you must be sure that he wants to cheat you. Do not give money to anyone to get the job. Do not allow yourself to be cheated. Have trust that only your eligibility and merit will give you the job.

The Examination is covered under Odisha Conduct of Examinations Act, 1988 and Odisha Public Examinations (Prevention of Unfair Means) Act, 2024. Violations of the legal provisions of these Acts are offences and FIR will be registered.

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ODISHA PUBLIC SERVICE COMMISSION

ADVERTISEMENT NO. 15 OF 2026-27

Recruitment to the posts of Assistant Section Officer (Group-B) of Odisha Secretariat Service Cadre under Home Department

WEBSITE : https://opsc.gov.in

Online applications are invited from the prospective candidates through the proforma application form to be made available on the website (**https://www.opsc.gov.in**). **The link for registration and payment of examination fee shall be available from 09.11.2026 to 30.11.2026 (05.00 P.M.) (*Note: 30.11.2026 (*05.00 P.M.) *is the last date/closing date for submission of Registered Online Application*)** for recruitment to **340 (Three Hundred Forty)** posts of **Assistant Section Officer** (Group-B) of Odisha Secretariat Service Cadre under Home Department in the scale of pay of Rs. 35,400/- in Level - 9, Cell- 1 as per the Pay Matrix provided under Rule – 3 of ORSP Rules, 2017 with usual Dearness and other Allowances as may be sanctioned by the Government of Odisha from time to time.

IMPORTANT NOTE:- Candidates are strictly advised not to submit more than one online application form through multiple PPSAN Accounts, as their applications will get rejected in doing so.

2. GOVERNING RULES/ACTS:-

a) The recruitment will be conducted according to the provisions mentioned in the Odisha Secretariat Service (Method of Recruitment and Conditions of Service) Rules, 2016 and Amendments thereto.

b) The provisions of the Odisha Conduct of Examination Act, 1988 (Odisha Act-2 of 1988) and Odisha Public Examinations (Prevention of Unfair Means) Act, 2024 are applicable for the Examination.

3. VACANCY POSITION:

Home Department, Government of Odisha, after taking into account the sanctioned strength of different categories as per reservation percentage and men in position in each category, has filed a requisition to fill up the following number of vacant posts.

Sl. No.	Category	Category-wise vacancies including backlog vacancies
1	UR	144 (48-w)
2	SEBC	38 (13-w)
3	S.C.	81 (27-w)
4	S.T.	77 (26-w)
Total		**340 (114-w)**

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The Transgender candidates can apply for the said post.

Out of the total **340 number** of vacancies mentioned above, the reservation of vacancies in respect of Sports Persons, Ex-Servicemen and Persons with Disabilities **(whose permanent disability is 40% or more)** are given below.

Sl. No.	Sub-Category	No. of Posts		Total
		Current	Backlog	
(i)	**Sports Persons**	03 (01-w)	-	**03 (01-w)**
(ii)	**Ex-Servicemen**	08	11	**19**
(iii)	**Persons with Disabilities**			
	(a) Category-I - Blindness or Low Vision	03 (01-w)	-	**03 (01-w)**
	(b) Category-II-Hearing Impairment	03 (01-w)	06 (03-w)	**09 (04-w)**
	(c) Category-III-Locomotor disability including cerebral palsy, leprosy cured, dwarf, acid attack victims and muscular dystrophy	03 (01-w)	-	**03 (01-w)**
	(d) &(e)Category-IV- Autism, Intellectual Disability, Specific Learning Disability, Mental Illness and Multiple Disabilities.	02	08 (03-w)	**10 (03-w)**
	Total PWD	11 (03-w)	14 (06-w)	**25 (09-w)**

NOTE-1:-

a) If suitable person with benchmark disabilities are not available against the backlog vacancies of Category-II (06-03w) and Category-IV (08-03w), which have remained unfilled during the last recruitment, will be filled up from amongst the suitable PwD candidates of other categories strictly as per merit as per extant Govt. instructions.

b) Even after allowing the backlog vacancies to be filled by PwD candidates of other categories, if any vacancy remain unfilled, the same would be de-reserved and will be filled up by person without Benchmark Disabilities as per extant Govt. instructions. These vacancies shall not be carried forward as backlog vacancy for next recruitment.

c) Candidates belonging to PWD, Ex-Servicemen and Sports Persons, when selected as per reservation provided for them, shall be adjusted against the categories to which they belong, which means that the PWD/Ex-Servicemen/Sports Persons, if belonging to Scheduled Caste will adjusted against vacancies meant for S.C., if belonging to Scheduled Tribe against vacancies meant for S.T and if belonging to SEBC against vacancies meant for SEBC.

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d) The Physical requirement and Functional Classification of Persons with Disabilities **(having permanent disability of 40% or more)** for the post of Assistant Section Officer are as follows:-

Physical Requirements	Functional Classification
Code - S, ST, W, BN, SE, H, C, R&W	Code – B, LV, OA, BA, BL, OL, OAL, CP, LC, Dw, AAV, PD, SLD, MI, MD
Full Forms S – work performed by sitting (on bench or chair) ST- work performed by standing W - work performed by walking BN- work performed by bending SE - work performed by seeing H - work performed by hearing C - work performed by Communication R&W – work performed by reading and writing.	**Full Forms** B - Blind, LV- Low Vision, OA - One arm (R or L), BA- Both Arms, BL- Both Leg, OL- One leg (R or L), OAL- One Arm and One Leg, CP- Cerebral Palsy, LC- Leprosy Cured, Dw - Dwarfism, AAV- Acid Attack Victim, PD- Partially deaf (with suitable aid), SLD- Specific Learning Disability, MI- Mental Illness, MD- Multiple Disabilities

NOTE-2 : -

a) **SEBC candidates**

The candidates applying against SEBC Category (Non-Creamy Layer) must submit Caste Certificate issued by the Competent Authority not more than 03 years before the first date of submission of Online Application Form. Candidates furnishing SEBC certificate which is issued more than **03 years prior to the start date (09.11.2026)** of submission of Online Application, shall not be considered under SEBC category. **The SEBC Certificate must be issued on or after 10.11.2023. Candidates furnishing OBC certificate in place of SEBC certificate shall not be considered against SEBC vacancies.**

b) **PwD candidates**

PwD candidates claiming reservation against the PWD vacancies must upload their Permanent Disability Certificate. Certificate with Temporary Disability will not be considered for reservation under PWD category. Candidates who will fail to upload their

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valid PWD certificate of Permanent Disability, shall not be considered under PWD category, and such candidates shall be considered under their respective social caste category.

c) **Sports Person Candidates: -** Candidates claiming reservation against Sports Persons Quota Shall submit Sports Identity Card/Certificate issued by the Director of Sports, Odisha only as per General Administration Department Resolution No. 24808/GA, dt. 18.11.1985. Prizes, Participation Certificates, other Sports Credentials shall not be accepted. **Candidates who fail to upload their valid Sports Identity Card/Certificate, they shall not be considered under Sports Persons category, and such candidates shall be considered under their respective social caste category.**

d) **Ex-servicemen Candidates: -**

According to the Odisha Ex-Servicemen (Recruitment to State Civil Services and Posts) Amendment Rules, 2021 issued vide General Administration and Public Grievance Department Notification No. 15318/Gen., dt. 09.06.2021, those Ex-Servicemen who have already secured regular employment under the State Government in civil posts and services shall not be eligible for benefits of reservation if any, for Ex-Servicemen in the State Government, but they would be permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the State Government. **Candidates who will fail to upload their valid Ex-servicemen certificate, they shall not be considered under Ex-servicemen category, and such candidates shall be considered under their respective social caste category.**

Experience has also shown that the children of Ex-servicemen apply against Ex-servicemen vacancy which is not permissible. The Commission reserves the right to reject such application outrightly.

e) The Transgender candidates are also eligible to apply for the said post.

f) Experience has shown that, some candidates obtain SC/ST/SEBC certificate etc. immediately ahead of the date of Application and upload the same along with Online Application, only to secure admission to the examination, which sometimes get cancelled subsequently on the grounds of inadmissibility etc. If any such cancellation of any uploaded certificate is detected at any stage of the recruitment examination or even subsequently, the candidature of such candidates will be cancelled, or recommendation be withdrawn as the case may be if the candidate has availed the benefits of Reservation.

g) In case of non-availability of eligible/ suitable women candidate(s) belonging to the respective category, the unfilled vacancies of that category shall be filled up by eligible/ suitable male candidate(s) of the same category.

h) Exchange of reservation between Scheduled Caste and Scheduled Tribe will not be considered in the event of non-availability of eligible and suitable S.C. / S.T. candidates.

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i) The number of vacancies to be filled up on the basis of this recruitment is subject to change by the Government without Notice, depending upon the exigencies of public service at the discretion of the State Government.

4. AGE:

A candidate must have attained the age of **21**(**twenty-one**) years and must not be above the age of **42** (**Forty-two**) years on the **1st day of January, 2026** i.e., he/she must have been born **not earlier than 2nd January, 1984 and not later than 1st January, 2005.**

Provided that the upper age-limit prescribed above shall be relaxed by **five (05) years** for candidates belonging to the categories of Socially & Educationally Backward Classes (S.E.B.C.), Scheduled Caste (S.C.), Scheduled Tribe (S.T.), Women & Ex-Servicemen and by **ten (10) years** for Persons with Disabilities whose **permanent disability** is **Forty per cent (40%) or more.**

Persons with disabilities belonging to SEBC/ SC/ ST categories are eligible for cumulative age relaxation benefit of fifteen (15) years.

Provided that a candidate who comes under more than one category mentioned above, he/she shall be eligible for only one benefit of upper age relaxation, which shall be considered most beneficial to him/her.

(SAVE AS PROVIDED ABOVE THE AGE LIMITS PRESCRIBED CAN IN NO CASE BE RELAXED)

Date of birth entered in the High School Certificate or equivalent certificate issued by the concerned Board/Council will only be accepted by the Commission

5. EDUCATIONAL QUALIFICATION:

A candidate must possess a Bachelor's Degree in any discipline from a recognized University or possess such other qualification equivalent thereto and must have adequate knowledge in Computer Application as specified in the Schedule.

6. KNOWLEDGE IN ODIA:

A candidate must be able to speak, read and write Odia and must have –

a) passed Middle School examination with Odia as a language subject; or
b) passed Matriculation or equivalent examination with Odia as medium of examination in non-language subject; or
c) passed in Odia as language subject in the final examination of Class – VII or above; or
d) passed a test in Odia in Middle English School Standard conducted by the School and Mass Education Department.

Explanation: if a candidate has not passed Odia as a subject in the High School Certificate Examination or not passed Matriculation or equivalent Examination with Odia as medium of

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examination in non-language subject; then the candidate may provide any of the following documents:

i. The Certificate issued by the Headmaster of the concerned High School recognized by the Board of Secondary Education, Odisha in compliance with the provision mentioned at sub-para(a) above,

OR

ii. Certificate by the Principal of the recognized School showing that he/she had taken Odia as a subject in Class-VII or Standard VII or above and has passed the said examination in compliance with the provision mentioned at sub-para (c) above,

OR

iii. Odia Test Pass Certificate from the School and Mass Education Department/ Board of Secondary Education, Odisha in support of passing Odia Language Test equivalent to M.E. School Standard in compliance with the provision mentioned at sub-para(d) above. The certificate must be issued before the last date of application form.

NOTE:

Any kind of manipulation/forgery/tampering of the Odia Pass Certificates as mentioned *supra* by the candidate will be treated as criminal offence and legal action will be taken beside rejection of the candidature and debarment from further OPSC recruitment as per procedure.

7. EXAMINATION FEE, MODE OF PAYMENT & REFUND:

The candidates other than SC, ST and PWD category shall have to pay the examination fee amounting to **Rs. 700/- (Rupees Seven Hundred) only** through online mode while filling the Online Application Form. The examination fees paid shall be **refunded only to those candidates who actually appear the Written Examination. Applications without payment of examination fees (except SC/ ST/ PWD candidates) will be taken as incomplete and outrightly be rejected.**

Refund shall be issued in due course after completion of the Written Examination. Refunds will be processed to the original mode of payment used at the time of the transaction by the candidate. (Credit Card, Debit Card, UPI, Net Banking, Wallet etc.)

However, the candidates shall have to furnish their bank account details i.e. Account Number, IFSC Code, Name of the Account Holder and Name of the Bank branch in the required field in the Online Application Form which will be required in case of failure of refund of money through the original mode of payment owing to technical glitches or other issues, if any. The Bank Account must remain valid/active. The onus of furnishing the correct bank account details lies with the candidates and the Commission shall not entertain any correspondence from any candidate in this regard.

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8. METHOD OF SELECTION:

The Competitive Examination for recruitment to the posts of Assistant Section Officer will be conducted in the following successive stages:

(i) Written Examination (Objective Type – Multiple Choice Questions) – **400 marks**

(ii) Skill Test in Computer (Practical- Qualifying) – **50 marks**

A. WRITTEN EXAMINATION:

(a) The written examination shall comprise of **three (03) Papers** carrying a total of **400 marks.**

(b) The details of the Scheme and Syllabus of the Examination are mentioned in the **Appendix – I** appended to the advertisement.

(c) Except the Skill Test in Computer Application (Practical), the questions in all other Subjects/ Papers shall be of Multiple-Choice type and all questions will carry equal marks i.e., 01.

(d) For each **wrong answer 0.25 marks** shall be **deducted** from the marks awarded for correct answers.

(e) The candidates who secure minimum **qualifying marks in each paper of Written Examination (Paper – I, Paper – II & Paper – III individually) as mentioned below will be eligible for shortlisting.**

UR /SEBC	**–**	**35 %**
SC/ ST	**–**	**30 %**
PWD	**–**	**28 %**

For Ex-Servicemen & Sports Persons, the minimum qualifying marks will be the same as the caste category to which they belong to.

B. SKILL TEST IN COMPUTER (PRACTICAL)

(a) The candidates of different categories who secure minimum qualifying marks as mentioned *supra* will be shortlisted for the Computer Skill Test as per merit on the basis of aggregate marks secured (marks secured out of 400 marks) by them.

(b) Number of qualifying candidates to be shortlisted for Computer Skill Test for different categories will be

(1) about 2 times of the advertised vacancies subject to a minimum of 5 if the number of vacancies are 5 or less.

(2) about 1.5 times of the advertised vacancies (rounded to the higher digit in case of decimal) if the vacancies are more than 5.

(3) with respect to PwD candidates, the Commission at its discretion may shortlist more number of candidates because of the provision for filling up

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backlog vacancies enumerated at sub-para (a) of NOTE-1 of Para-3 of this Advertisement.

(c) If the required number of qualified candidates do not turn up for the Computer Skill Test in any/all categories, the Commission reserves the right to call an additional number of candidates as per merit who have secured minimum qualifying marks as prescribed in Para-8 (A) (e) so that the posts do not remain unfilled.

(d) Only those candidates who have been short listed after the **Written Test** shall be called for the **Skill Test** in Computer (Practical) by the Commission as provided at **Appendix – I**, which shall be of **qualifying nature. One has to secure at least forty percent (40%) of the total marks in the Skill Test to qualify it.**

C. PREPARATION OF MERIT LIST:

1. Final ranking of the candidates who qualify the Skill Test shall be on the basis of aggregate marks secured in the Written Examination (400 marks).
2. In case of candidates securing same marks in the aggregate the candidate securing higher marks in General Knowledge (Paper – I) shall rank above others.
3. In case the marks secured in General Knowledge (Paper – I) is also the same, final ranking shall be determined on the basis of age i.e., the person older in age shall be placed above the younger.

Note:- Details relating to this recruitment like marks secured by Last Selected Candidate (LSC mark), individual marks, etc. shall only be declared in the Website of the Commission after publication of the Final Result and Select List.

9. DATE OF EXAMINATION:

The Written Examination will be tentatively held **17.01.2027 (Sunday)** The detailed Schedule and Centre of Examination will be notified in due course.

NOTE:- After completion of the Written Examination, the Provisional Answer Key of the Papers shall be uploaded in the Website immediately after examination inviting suggestions/objections, if any, from the candidates through the applicable online mode. Those candidates who do not challenge the Provisional Answer Key through the applicable online mode within the specific date shall forfeit their right to agitate the matter subsequently in any forum or in any other manner.

10. ZONE(S) OF EXAMINATION:

The written examination will be held at different centres at 33 zones of the State as mentioned below: -

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Sl. No	Name of Zone (with code)	Sl. No	Name of Zone (with code)	Sl. No	Name of Zone (with code)	Sl. No	Name of Zone (with code)
01	Baleshwar (01)	10	Boudh (10)	19	Kalahandi (19)	28	Nayagada (28)
02	Brahmapur (02)	11	Debagada (11)	20	Kandhamal (20)	29	Puri (29)
03	Bhubaneswar (03)	12	Dhenkanal (12)	21	Kendrapada (21)	30	Rayagada (30)
04	Kataka (04)	13	Gajapati (13)	22	Kendujhar (22)	31	Raurkela (31)
05	Sambalpur (05)	14	Ganjam (14)	23	Khordha (23)	32	Sonpur (32)
06	Anugola (06)	15	Jagatsinghpur(15)	24	Malkangiri (24)	33	Sundaragada (33)
07	Baragada (07)	16	Jayapur (16)	25	Mayurbhanj (25)		
08	Bhadrak (08)	17	Jajapur (17)	26	Nuapada (26)		
09	Balangir (09)	18	Jharsuguda (18)	27	Nabarangpur (27)		

The candidates are required to select 02 (two) zones of their choice in order of preference where they would like to appear at the examination, at the time of filling up online application form. While every effort will be made to allot candidates to the zone of their first choice, the Commission may, at their discretion, allot the zone of second preference on first come, first serve basis where circumstances so warrant.

REQUEST FOR CHANGE OF EXAMINATION ZONE/ CENTRE SHALL NOT BE ENTERTAINED.

11. <u>OTHER ELIGIBILITY CONDITIONS</u>:

(i) A candidate must be a citizen of India;

(ii) A candidate must be of good mental condition and sound health and free from physical defect that is likely to interfere with the discharge of duties in the service and the candidate, who after such medical examination is not found to satisfy these requirements, shall not be appointed to the service.

(iii) A candidate, who has more than one spouse living will not be eligible for appointment unless the State Government has exempted his/her case from operation of this limitation for any good and sufficient reasons.

(iv) Government servants, whether temporary or permanent, are eligible to apply provided that they are within the prescribed age-limit and possess the requisite qualification as provided under Para - 4 & 5 of the Advertisement respectively. <u>They must inform their respective Heads of the Office in writing regarding submission of their application for this recruitment and furnish "No</u>

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Objection Certificate" during document verification. So, the candidates must obtain NOC well in advance.

(v) If a candidate has at any time, been debarred for certain period/chance(s) by the Odisha Public Service Commission or other State Public Service Commission or U.P.S.C. from any examination/ Viva Voce Test, he/she **will not be eligible** to apply for that specified period/chance(s).

(vi) **Only those candidates, who possess the requisite qualifications, are within the prescribed age limit and fulfil other eligibility conditions strictly etc. by the closing date of submission of registered online application form, will be considered eligible.**

(vii) The period of probation will be applicable as prescribed in the recruitment rules of different services.

(viii) A candidate who claims change in his/her name after having passed the H.S.C. examination, is required to furnish copy of publication of the changed name in the local leading daily newspaper as well as copy of notification in the Gazetted in support of his/her change of name;

(ix) Every candidate selected for appointment shall be examined by the Medical Board. A candidate, who does not satisfy the requirement after medical examination, shall not be appointed to the service.

(x) The Transgender candidates are also eligible to apply for the said post

12. IMPORTANT POINTS

(i) The provisions of the Odisha Conduct of Examination Act, 1988 (Odisha Act-2 of 1988) and Odisha Public Examinations (Prevention of Unfair Means) Act, 2024 are applicable to the examination conducted by the Odisha Public Service Commission. Any violation of the above Acts and violation of **"Instructions to candidates"** (as provided in the advertisement, application form, Brochure, Admission Certificate & Answer Script etc.) will be seriously viewed and disciplinary action will be taken against the concerned candidates as deemed proper.

(ii) At present, only the online applications are invited from Candidates for admission to the written examination for A.S.O. After declaration of result of written examination, the candidates who qualify in the written examination will be required to submit the printout/ hard copy of online application form, along with the photocopies of the other documents as stated under the **Para-13** of this advertisement along with originals on the date of verification of original certificates/ documents, which will be declared later on in due course, **for consideration of their eligibility for admission to the Skill Test in Computer (Practical)**.

(iii) A candidate found guilty of seeking support for his/her candidature by offering illegal gratification or applying pressure on any person connected with the conduct of the recruitment process or found indulging in any type of malpractice in course of the selection or otherwise, shall, in addition to rendering himself/herself liable to criminal prosecution, be disqualified not only for the recruitment for which he/she is a candidate, but also may

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be debarred, either permanently or for a specified period, from any recruitment or selection to be conducted by the Commission;

(iv) **Online applications submitted to OPSC, if found to be incomplete in any respect, are liable for rejection without entertaining any correspondence with the applicants on that score;**

(v) Admission to Written Examination / Document Verification/ Skill Test will be provisional. If on verification at any stage before or after the Written Examination/ Document Verification/ Skill Test/ Publication of Result, it is found that a candidate does not fulfil all the eligibility conditions, his/her candidature will be liable for rejection. Decision of the Commission with regard to eligibility or otherwise of a candidate shall be final;

(vi) This advertisement should not be construed as binding on the Appointing Authority to make an appointment.

(vii) **Reservation and Relaxation etc. meant for S.C. / S.T. by Birth and SEBC are admissible to the Scheduled Castes / Scheduled Tribes and Socially & Educationally Backward Classes of Odisha only;**

(viii) Community (caste status) once mentioned by the candidates under the appropriate box of the online application form, will be treated as final and the same not be changed subsequently under any circumstances.

(ix) Any misrepresentation or suppression of information by the candidate in the online application form will result in cancellation of his/her candidature or penalty, as decided by the Commission shall be imposed on the candidate;

(x) Mere empanelment in the select list shall not confer any right for appointment unless the Appointing Authority is satisfied after making such enquiry as may be deemed necessary that the candidate is suitable in all respects for appointment to the Service.

(xi) No request for withdrawal of candidature and change of category will be entertained under any circumstances.

(xii) All persons appointed under the Government of Odisha on or after 1st January, 2005, shall not be eligible for pension as defined under Sub-rule (1) of Rule-3 of the Odisha Civil Service (Pension) Rules, 1992; but shall be covered by the defined Contributory Pension Scheme in accordance with the Odisha Civil Services (Pension) Amendment Rules, 2005;

(xiii) **Submission of NPS application is mandatory for all recommended candidates at the time of joining in Government services.**

(xiv) Candidates are requested to bring the copies of certificates and other requisite documents as stated under Para-13 of this Advertisement at the time of Document Verification.

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13. CERTIFICATES / DOCUMENTS TO BE UPLOADED:

The candidates are required to upload the following documents with the online application form.

(i) **H.S.C. or equivalent certificate** in support of declaration of age issued by the concerned Board/Council.

(ii) Intermediate/+2 Examination Certificate/Diploma Certificate issued by the concerned Board/ Council;

(iii) **Bachelor's Degree Certificate** issued by the recognized University;

(iv) Mark-lists in support of all the aforesaid examinations (H.S.C. & Bachelor's Degree) passed including fail marks, if any, issued by the concerned Board/Council/University.

(v) **Caste Certificate** in support of claim as S.C./ S.T. **by birth** and S.E.B.C**.,** wherever applicable **(Please see Note-2 (a) of Para-3 & Note-1 below);**

(vi) Required Odia Test Pass Certificate / Certificate issued by School Principal in case passed in Odia Language in Class-VII or Middle English School Standard / Certificate issued by Board of Secondary Education, Odisha; **(Refer Para-6)**

(vii) **Permanent Disability Certificate** (indicating percentage of permanent disability i.e., 40% or more) issued by the concerned Medical Board wherever applicable.

(viii) Sports Certificate/Identity Card, issued by the Director of Sports, Odisha only. Prizes Participation Certificates, other Sports Credentials shall not be accepted. **(Note-2(c) under Para-3)**

(ix) **Ex-Servicemen are required to submit/upload Release Certificate issued as per Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985 vide G.A. Department notification No.22586-Gen., dt.16.10.1985**. Further, Ex-Servicemen candidates must submit an Affidavit, undertaking that he/she has not been appointed against any civil posts and services after retirement from military service **[Refer Note-2(d) under Para-3]. Format of Affidavit is enclosed at Appendix-II.**

(x) **No Objection Certificate** issued by the Competent Authority/ Head of Office; wherever applicable.

(xi) Any proof of photo Identity. Preferred ID is Aadhar Card.

(xii) **The Third Gender/Transgender candidates are required to submit/ upload their Identity Certificate/Card issued by the Competent Authority as well as requisite document in support of change of their name on getting the Third Gender/Transgender status.**

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NOTE-1:

I. **Candidates claiming to be belonging to S.C. /S.T. categories of Odisha by birth & S.E.B.C are required to submit copy of the relevant Caste Certificate issued by the competent authority in the prescribed form.**

II. **As per the prevailing norms, the SEBC Certificate issued by Competent Authority for claiming reservation under SEBC (Non-Creamy Layer) is valid for 03 (three) years only. Hence, the SEBC Certificate must be issued on or after 10.11.2023 The SEBC certificate issued before 10.11.2023 will not be treated as valid and the candidate will forfeit his/her claim for reservation under SEBC category.**

III. **Women candidates belonging to S.E.B.C/ S.C. / S.T. categories by birth are required to submit Caste Certificates showing "daughter of .....". Caste Certificates by virtue of marriage (i.e. showing "wife of .....") are not acceptable and liable for rejection.**

IV. **OBC certificates will not be accepted in lieu of SEBC certificates and candidates submitting OBC certificates will not be considered for reservation under SEBC vacancies.**

V. **Community (Caste status) once mentioned by the candidates in the online application form shall not be changed under any circumstances.**

The Competent Authorities are as prescribed by the Government of Odisha under relevant Reservation Rules.

NOTE-2:

Bachelor's Degree Certificate, SC/ST/SEBC Caste Certificate, Odia Test Pass certificate, Sports Identity Card issued by the Director of Sports, Odisha in case of Sports Persons, Permanent Disability Certificate of Person with Disabilities (indicating % of permanent disability) and Release Certificate of Ex-Serviceman [issued as per Orissa Ex-Servicemen (Recruitment to State Civil Services and Posts) Rules, 1985 vide G.A. Department notification No.22586-Gen., dt.16.10.1985] must have been issued by the Competent Authority on or before the date of submission of the registered online application form by the candidate. Such certificates issued after the last date of application shall not be accepted.

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14. GROUNDS OF REJECTION OF APPLICATION:

Applications of candidates will be rejected by the Commission on any of the following grounds:-

(a) In-complete online application form including non-uploading of required documents in the online application form.

(b) Non-submission of hard copy of online application form at the time of verification of original documents.

(c) Declaration not signed (full signature) by the candidate in the hard copy of online application form.

(d) Not passing Odia Test (M.E. standard)/ not furnishing Odia Test pass evidence by the date for submission of online application form as required under Para -6 of the Advertisement.

(e) Not coming within the age limit as mentioned in Para-4 of the advertisement (Age relaxation shall not be allowed to P.W.D. candidates with less than 40% permanent disability).

(f) Not having prescribed requisite qualification by the date of submission of online application form as provided under Para-5 of the advertisement.

(g) Non-payment of examination fee, (wherever applicable), as provided under Para - 7 of Advertisement.

(h) Not furnishing copies of certificates/documents as provided under Para-13 of the Advertisement.

(i) Submission/ uploading of wrong information / false information/ forged or fake or manipulated certificates/ testimonials with respect to qualification/ Age/ Category status (SEBC/ SC/ ST/ PWD/ Ex-Servicemen/Women)/ OT pass evidence etc.

(j) Suppression of facts / information about eligibility, if any.

(k) Any such certificates as provided under Para-13 of the Advertisement issued after the last date for submission of Online Application Form will not be entertained to consider eligibility.

(l) Application received through any other mode (except the Online mode of the OPSC website).

NB: Application /candidature of a candidate shall be rejected at any stage of recruitment process, whenever discrepancy is noticed/ detected.

15. HOW TO APPLY:

a. Candidates must carefully go through the details of this Advertisement available in the Website of OPSC before filling up online application form.

b. Candidates must apply online through the concerned Website of the OPSC ***http://opsc.gov.in***. Applications received through **any other mode** would not be accepted and summarily rejected.

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c. **Before filling up the online application form, the candidates must go through detailed instructions available at OPSC portal.**

d. The online application form is an automated and system driven & will guide the candidate seamlessly in filling the application. The requisite options shall be enabled and information shall be asked as per data furnished by the candidate. Before filling up the information, ensure that accurate information is fed. The candidate must also verify the submitted copy of online application after its submission. If the candidate further wants to modify any information, she/he has to cancel the application and apply again within the last date of submission of application.

e. Candidates are requested to upload the scanned image of latest passport size photograph along with scanned image of his/her full signature and scanned image of Left-hand Thumb Impression (LTI) in the online application form. Uploaded photograph, Specimen (full) signature and LTI must be clearly identifiable / visible; otherwise, the application of the candidate is liable to be rejected by the Commission and no representation from the candidate will be entertained.

f. Candidates should keep at least four copies of latest passport size photograph which is uploaded to the online application form for future use.

g. *On successful submission of the online Registration, a unique "**Permanent Public Service Account Number (PPSAN)**" will be assigned to the applicant. Candidates are required to take a printout of the finally submitted online Application forms and put his/her signature under the declaration for submission to OPSC along with copies of requisite certificate & documents as and when asked.*

h. **The candidates are advised to submit the Online Application Form well in advance without waiting for the closing date to avoid the last hour rush.**

i. Admission Certificate to the eligible candidates of ASO Written Examination/ Skill Test will be uploaded in the Website of the OPSC prior to the date of Written Examination/ Skill Test. The date & Programme of the Written Examination and Skill Test will be published in the Website of the Commission and Newspapers. The candidates are required to download their Admission Certificate/ Instructions to Candidates from the Website. No separate correspondence will be made on this scope.

j. "NOTICE" to candidates for document verification shall be uploaded on the website of OPSC prior to the date of Document Verification.

k. **Any complaint** on the conduct of examination must be sent to the Grievance Wing of the Commission by e-Mail (opsc@od.gov.in) within **07(Seven) days of completion of the examination.**

l. **Experience has shown that the candidates do submit online application form with omission/error/without uploading documents and subsequently send e-mail/letter to the Commission for rectification. The Commission is under no obligation to entertain such request/representation.**

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16. FACILITATION COUNTER:

To resolve any technical problem faced during Registration and in filling up/ submission of online Application forms, candidates may contact OPSC **Technical Support over Telephone No. 0671-2304707** between 10.30 A.M. to 01.30 P.M. & 02.00 P.M. to 05.30 P.M. on any Odisha Government working days.

In case of any guidance/information on this Advertisement & recruitment, candidates may refer to **Para-15** of this Advertisement or go through the **FAQ** available in the website of the Commission or contact the O.P.S.C. Facilitation Counter over **Telephone No. 0671-2304141/ 2305611 & Extn. - 205** on any Odisha Government working day between **10.30 A.M. to 01.30 P.M. & 02.00 P.M. to 05.30 P.M**.

The candidates are required to visit the website of the Commission at https://www.opsc.gov.in for detailed information about important notices, rejection of applications, the date & time of Written Examination/Document Verification/ Skill Test and also keep track of publication of various Notices to the effect in the leading local daily newspapers for information.

17. GENERAL:

Candidates submitting forged/manipulated documents will be debarred from appearing examination conducted by Odisha Public Service Commission for a specific period to be decided by the Commission. Candidates adopting unfair means will be permanently debarred.

CLOSING DATES

1. **THE LINK FOR REGISTRATION AND PAYMENT OF EXAMINATION FEES SHALL BE AVAILABLE IN THE WEBSITE FORM 09.11.2026 TO 30.11.2026 (5.00 P.M.) (NOTE:- 30.11.2026 (5.00 P.M.) IS THE LASTE DATE FOR SUBMISSION OF REGISTERED ONLINE APPLICATION FORM).**
2. **ONLY ONLINE APPLICATIONS RECEIVED WITHIN THE DEADLINE I.E., 30.11.2026 (5.00 P.M.) SHALL BE ACCEPTED.**

NB: - THE ONLINE APPLICATIONS, IF FOUND DEFECTIVE IN ANY RESPECT IS LIABLE TO BE SUMMARILY REJECTED.

05/11/26

PLACE- KATAKA
DATE – 05.11.2026

SECRETARY
ODISHA PUBLIC SERVICE COMMISSION
KATAKA

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APPENDIX – I

Scheme and Syllabus of the Examination

SCHEME

Papers	Subjects	Marks	No. of Questions	Duration
I	General Awareness	100	100	1 ½ hrs
II	(A) Test of Reasoning & Mental ability	50	50	1 ½ hrs
	(B) Mathematics (10th Standard Level)	50	50	
III	Language			
	(a) English	100	100	2 hrs
	(b) Odia	100	100	
IV	Skill Test in Computer Application (Practical)	50	05	1 hr
NOTE :				
1	Except the Skill Test in Computer Application (Practical), the questions in all other subjects shall be of Multiple-Choice Type and all questions will carry equal marks i.e., 01.			
2	For each wrong answer 0.25 marks shall be deducted from the marks awarded for correct answers.			
3	The candidates shall answer the questions in English except Odia language paper or otherwise specified in the question paper itself.			
4	Only those candidates who have been shortlisted after the written test shall be called for Skill Test in Computer by the Commission which shall be of qualifying nature.			

Detailed Syllabus

Paper - I	General Awareness	(a) Current National events,
		(b) Current International events,
		(c) History of British Rules in India and Freedom Struggle,
		(d) Indian Constitution,
		(e) Salient features of World Physical Geography,
		(f) Physical Geography of India & Odisha
		(g) Important aspects of Governance, Transparency & Accountability, e-governance, Role of Civil Service in democracy, Indian Economy and issues relating to Planning, Growth, Development and Employment, Poverty Alleviation, Resource Mobilisation and Inflation
		(h) Defence & Indian Armed Forces,
		(i) Scientific Inventions and use of Science in everyday life, issues of Environmental, Ecology, Biodiversity & Climate change.
		(j) Important National & International Institutions, Organizations and fora – their Structure, mandate etc.

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Paper - II	(a) Test of Reasoning & Mental Ability	A: VERBAL	(a) Number Series
			(b) Alphabet Series
			(c) Test of Direction Sense
			(d) Coding-decoding
			(e) Number Ranking
			(f) Arithmetic Reasoning
			(g) Problem of Age Calculation
		B: NON-VERBAL	(a) Non-verbal series
			(b) Mirror Images
			(c) Cubes & Dice
			(d) Grouping Identical Figures
			(e) Embedded figures, etc.
	(b) Mathematics		(a) Arithmetic
			(b) Algebra
			(c) Mensuration (2D & 3D)
			(d) Statistics & Probability
Paper - III	Language		
	(A) English	(i)	Grammar: Verb, Preposition, Adverb, Subject Verb Agreement, Error Correction / Recognition, Tenses, Fill in the Blanks with Articles etc., Vocabulary, Synonyms, Antonyms.
		(ii)	Comprehension
		(iii)	Sentence Rearrangement
	(B) ଓଡିଆ	(i)	ବ୍ୟାକରଣ: କ୍ରିୟା, ଭ୍ରମ ସଂଶୋଧନ/ଚିହ୍ନଟ, କାଳ(ଅତୀତ/ବର୍ତ୍ତମାନ/ଭବିଷ୍ୟତ), ଭାଷାଜ୍ଞାନ ପରୀକ୍ଷା : ପ୍ରତିଶବ୍ଦ, ବିପରୀତ ଅର୍ଥବୋଧକ ଶବ୍ଦ, କ୍ରିୟା ବିଶେଷଣ, କର୍ତ୍ତା-କ୍ରିୟା ସମ୍ବନ୍ଧ.
		(ii)	ଅନୁଚ୍ଛେଦ
		(iii)	ବାକ୍ୟ ପୁନର୍ବିନ୍ୟାସ
Paper - IV	Skill Test in Computer Application (Practical)		Windows, MS Office (Word, Excel, Power Point), MS Access, Usage of Internet Services.

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APPENDIX-II

Affidavit for Ex-Servicemen

I, ..., S/o ....., aged about ..... years, resident of ...., Roll No. ..... for recruitment to the post of ....., pursuant to Advt. No. ..... do hereby solemnly affirm and declare as under:

1. That I am the deponent of this affidavit and permanently residing at..... .....
2. That I have been released from Military Service on .....
3. That since then I am working as ..... under the Department of ..... Govt. of Odisha/ Govt. of India

OR

That since then I am working as ..... at .....

OR

That I have not secured regular employment in any Civil Posts and Services under Government of Odisha.

4. That this affidavit shall be produced before the competent authority, Odisha Public Service Commission, Kataka for the purpose of being considered in service under the Ex-Serviceman quota/ not under Ex-Serviceman quota and hence this affidavit.

5. That the facts stated are true to the best of my knowledge, belief and information.

Deponent

Place :

Date :

Verification

I, the above-named deponent, being present today before the ....premises do hereby verify and declare that above statements are all true and correct to the best of my knowledge and belief.

Verificant

I identify the deponent.

N.B. Strike off the portion which is not applicable.

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