



WEST BENGAL STAFF SELECTION COMMISSION

Mayukh Bhavan
Salt Lake, Kolkata – 700091
www.wbssc.gov.in

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Laboratory Assistant Recruitment - 2016

EXAMINATION CODE: LA 16

Online Applications / Applications through Tathya Mitra Kendras are invited from eligible Indian Citizens for recruitment to the post of **Laboratory Assistant** in the **Forensic Laboratory** under **Home Department, Government of West Bengal**, selection of which will be made by the West Bengal Staff Selection Commission in terms of section 6 (1) of the West Bengal Staff Selection Commission Act, 2011:-

Name of the Post	Name of the Department	No. of Posts	Category wise vacancies
Laboratory Assistant	Home Department	14	UR-05, UR(LV)-01, SC-04, SC(ESM)-01, ST-01, BC:A-01, BC:B-01

Abbreviations used in Table: II - UR - Unreserved, LV – Low Vision, SC - Scheduled Caste, ESM –Ex-Servicemen, ST - Scheduled Tribe, BC:A - Backward Classes: A, BC:B - Backward Classes: B.

NOTE : **Total vacancies as stated above is purely provisional and subject to change.** Conditions of recruitment will be guided by the provisions of the **West Bengal Services (Appointment, Probation and Absorption of Group ‘C’ Employees) Rules, 2013** issued under Finance Department Notification No.1832-F (P) dt. 01.03.2013.

ELIGIBILITY CRITERIA/ QUALIFICATIONS

i) A Degree in Science of a recognised University;

Or

A Pass Certificate in Higher Secondary Examination with Science subject having one year's experience in analytical work in a scientific laboratory.

NOTE:

The above noted qualifications must be possessed by the Candidate **on or before the date of publication of the advertisement.**

IF IT IS FOUND DURING VERIFICATION OF TESTIMONIALS AT ANY STAGE THAT ANY CANDIDATE HAS ACQUIRED QUALIFICATION AS STATED ABOVE AT ANY DATE AFTER THE DATE OF PUBLICATION OF THIS ADVERTISEMENT, HIS/ HER CANDIDATURE WILL BE SUMMARILY REJECTED.

SCALE OF PAY

Pay Band-2 (Rs. 5,400/- – 25,200/-)

Grade Pay- Rs. 2,600/-

Additional Remuneration – Rs. 40/-

AGE

- **THE AGE OF THE CANDIDATE SHALL BE NOT LESS THAN 18 YEARS AND NOT MORE THAN 37 YEARS ON THE 1st DAY OF JANUARY, 2016.**
- DATE OF BIRTH as recorded in **MADHYAMIK OR EQUIVALENT ADMIT CARD / CERTIFICATE** will only be accepted as a valid proof for verification of Age.

AGE RELAXATIONS

- **The upper age limit is relaxable -**
 - by *5 years* for **SC and ST candidates of West Bengal,**
 - by *3 years* for **BC - A and BC - B candidates of West Bengal,**
 - *upto 42 years* of age for **Persons with Disabilities (having physical disability of at least 40% and above),**
 - *by 2 years* for candidates who have been in **Government service continuously for at least two years.**
 - Age relaxation for the **Ex-Servicemen candidates** will be given as per existing Govt. rules and regulations.

SCHEME & SYLLABUS

Detailed Scheme and Syllabus for the recruitment will be published in Commission's website in **February, 2016.**

IMPORTANT NOTES

RESERVATION / AGE RELAXATION

A. For SC/ ST/ BC- A / BC-B Candidates:

- The **benefit of reservation** will be admissible to the **SC/ ST/ BC-A / BC- B candidates of West Bengal only**, if such reservation is advertised against any post for respective Category.
- The **benefits of age relaxation** for SC/ ST/ BC- A/ BC- B candidates will be admissible to the **SC/ ST/ BC-A / BC- B candidates of West Bengal only**, as per relevant rules & regulations.
- SC / ST / BC- A / BC- B CANDIDATES OF OTHER STATES WILL BE TREATED AS UNRESERVED CANDIDATES.
- Any candidate belonging to the SC/ ST/ BC- A/ BC- B category, if shortlisted against vacancies for respective reserved category or claiming age relaxation, will be directed to furnish original certificate issued by any of the following Competent Authorities of West Bengal as laid down in the **West Bengal Scheduled Castes & Scheduled Tribes (Identification) Act, 1994 & SC & TW Department Order No. 261-TW/EC/MR-103/94 dt.06.04.1995**, during verification of testimonials at any time to be fixed by the Commission.

List of Competent Authorities for issuing Caste Certificates:

- (i) In the District, the Sub-Divisional Officer of the Sub-Division concerned,
- (ii) In Kolkata, the District Welfare Officer, Kolkata and ex-officio Joint Director, Backward Classes Welfare, and
- (iii) Any competent authority, specially notified for the purpose, over any specific jurisdiction.

B. For Persons with Disabilities of at least 40% and above:

- The **benefits of reservation** will be given to the candidates with disabilities of at least 40% and above, if such reservation is advertised against any post for respective Sub - Category.
- The **benefits of age relaxation** for candidates with disabilities of at least 40% and above will be admissible to all such candidates as per relevant rules & regulations.
- Any Person with Disabilities as stated, if shortlisted, under respective reserved sub-category will be directed to furnish his / her original Disability Certificate in prescribed form in support of his / her claim, issued by a Competent Authority as per the provisions of the West Bengal Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, i.e. **a Medical Board constituted at Government Medical College Hospitals, District Hospitals and Sub-divisional Hospitals.**
- Candidates having disability of less than 40% shall be treated as unreserved candidates and therefore shall not get benefit of reservation / age relaxation.

C. **For Ex-Servicemen candidates:**

- The **benefit of reservation** will be admissible to the Ex-servicemen candidates, if such reservation is advertised against any post for this Sub-Category.
- The benefit of **age relaxation** will be admissible to Ex-Servicemen candidates. Age relaxation for the Ex-Servicemen candidates will be given on the basis of the tenure of service rendered by the candidate in Defense Service (s), as laid down in relevant Government Notifications.
- Any candidate belonging to Ex-Servicemen sub- category, if shortlisted against vacancies for respective reserved sub category, or claims Age relaxation, will be directed to furnish original certificate / testimonials issued by the Competent Authorities to prove his / her claim.

PERIOD OF APPLICATION

APPLICATIONS MAY BE SUBMITTED ONLY THROUGH ONLINE / TATHYA MITRA KENDRA WITH EFFECT FROM **12TH JANUARY, 2016 (00.00 Hrs) TO 2ND FEBRUARY, 2016 (UPTO 24.00 Hrs).**

EXAMINATION FEES & PROCESSING FEES

The following Examination Fees and / or Processing Fees have been fixed by the Commission for this Examination:-

Sl. No.	Category	Examination Fee	Processing Fee	Total Amount Payable
1	All categories except Scheduled Caste / Scheduled Tribe and Persons with Disabilities (of 40% and above only)	Rs. 200/-	Rs. 20/-	Rs. 220/-
2	Scheduled Caste	Nil	Rs. 20/-	Rs. 20/-
3	Scheduled Tribe	Nil	Rs. 20/-	Rs. 20/-
4	Persons with Disabilities (of at least 40% and above only)	Nil	Rs. 20/-	Rs. 20/-

- All categories of candidates except Scheduled Caste / Scheduled Tribe / Persons with Disabilities (of 40% and above only) shall pay **Examination fees of Rs. 200/- and Processing fees of Rs. 20/- (Total amount - Rs. 220/-)** only.
- Candidates belonging to the Scheduled Caste/ Scheduled Tribe / Persons with Disabilities (40% and above only) shall pay **Processing fees of Rs. 20/- only** as they are exempted from paying any Examination fees. However, shortlisted candidates are required to produce their SC/ ST/ Disabilities (40% and above) Certificates issued by the competent authority at the time of verification.
- **No exemption of fees is available to the SC / ST / BC-A / BC-B candidates of other states.**
- Neither claim for refund of the fee will be entertained nor will it be reserved for any other examination under any circumstances whatsoever.

MODES OF SUBMISSION OF APPLICATIONS

West Bengal Staff Selection Commission extends the following facilities to the candidates for submission of online applications –

A) **ONLINE SUBMISSION**–

Candidates will be able to submit application through Commission's website www.wbssc.gov.in by filling up their basic information and uploading scanned passport size photograph and full signature.

After successful uploading of Photograph and Signature of the Candidate, the Candidate will be prompted to make payment of Examination fees and / or Processing fees.

Payment of Examination fees and / or Processing fees can be made online through payment gateway using **Debit Cards / Credits Cards / Net banking** of any bank. An amount of **Rs. 5/-** only will be charged by the concerned agency as "Service Charge" for availing Debit Card / Credit Card / Net Banking facility.

On successful payment and submission of the application an auto generated receipt with **REGISTRATION NUMBER** will be generated. Applicants are advised to note down the Registration Number and quote it for all future communications, if any, with the commission. Applicants are also advised to keep a copy of the application for their ready reference.

IMPORTANT NOTE

- In case the application cannot be submitted successfully and / or the bank transaction fails, the applicant has to submit a fresh application by remitting application and / or processing fee once again.
- In cases where the applicant do not receive the registration number even after successful bank transaction due to network failure or any such reason, the candidate need not apply again. Details of such candidates will be made available on commission's website (<http://wbssc.gov.in/>) within 7 working days (excluding public holidays) from the date of submission of application, subject to the availability of the details from concerned bank. Commission will allocate Registration Number to all these applicants within 15 days from the date of closing of online application. In any case, such candidate has to keep a copy of his / her bank transaction details and may need to produce the same to the commission if asked for, at any point of time.
- For any more clarification in this context candidate may write to the commission at e mail id: adm.ssc-wb@nic.in.

B) SUBMISSION THROUGH TATHYA MITRA KENDRAS –

- The Commission extends facility to submit application through about 1800 Tathya Mitra Kendras set up by the Govt. of West Bengal up to the level of Gram Panchayats in the rural areas of West Bengal.
- Applicants may approach any of the Tathya Mitra Kendras (**list provided in the website**) with all particulars and a passport size photograph. The authorized staff of the Kendra will fill up the online application form on the basis of information provided by the applicant.
- He / She will also scan the photograph and signature of the applicant and upload it.
- CANDIDATES MUST CHECK ON SCREEN DETAIL INFORMATION ENTERED BY THE STAFF BEFORE PROCEEDING FOR ONLINE PAYMENT.
- The Examination fees and / or Processing fees have to be paid to the Tathya Mitra Kendras. The Kendra will take Service charge of **Rs. 20/- extra** for filling up of the form and uploading the same along with Scanned Copies of Candidate's Photograph and Signature and making online payment of Examination Fees and / or Processing Fees received from the applicant.
- ✓ All categories of candidates except Scheduled Caste / Scheduled Tribe / Persons with Disabilities (of 40% and above only) shall pay **Rs. 240/-** only [**Examination fees - Rs. 200/-** , **Processing fees - Rs. 20/-** and **Service Charge - Rs. 20/-**] to the authorized staff of the Tathya Mitra Kendra, while Candidates belonging to the Scheduled Caste/ Scheduled Tribe / Persons with Disabilities (40% and above only) shall pay **Rs. 40/-** only [**Processing fees - Rs. 20/-** and **Service Charge - Rs. 20/-**] to the authorized staff of the Tathya Mitra Kendra.
- UNDER NO CIRCUMSTANCES CANDIDATES SHALL PAY ANY AMOUNT IN EXCESS OF THE FEES AND CHARGES MENTIONED ABOVE TO THE AUTHORISED STAFF OF THE TATHYA MITRA KENDRAS.
- AFTER PAYMENT OF THE FEES AND SERVICE CHARGE, THE AUTHORISED STAFF OF THE KENDRA WILL HAND OVER THE APPLICANT A PRINTED RECEIPT WITH REGISTRATION NUMBER AS ACKNOWLEDGEMENT OF SUCCESSFUL SUBMISSION OF APPLICATION ONLINE.
- CANDIDATES MUST KEEP THE RECEIPT WITH THEM AND NOTE DOWN THE REGISTRATION NUMBER FOR ALL FUTURE COMMUNICATIONS WITH THE COMMISSION, IF ANY.
- Candidates may contact Commission through e-mail at **adm.ssc-wb@nic.in** to report any kind of non-cooperation from any of the Tathya Mitra Kendras, with details of the concerned Kendra.
- **HELPLINE (TOLL FREE) OF TATHYA MITRA KENDRA: 18004190250:** Candidates may contact the toll free helpline number for locating nearby Tathya Mitra Kendra.

SPECIAL SERVICE CONDITIONS

[Extracts from Finance Department **Notification No.1832-F (P) dt. 01.03.2013**]:

“In exercise of the power conferred by the proviso to article 309 of the Constitution of India and in partial modification of notification No.6060-F, dated the 25th June, 1979, the Governor is hereby pleased to make the following rules, namely:-

Rules

1. Short title and commencement (1) These rules may be called the West Bengal Services (Appointment, Probation and Absorption of Group ‘C’ employees) Rules 2013.

(2) They shall come into force with effect from the 1st day of March, 2013.
2. Application – (1) These rules shall apply in case of appointment to any post or cadre or service or category belonging to Group C.

(2) These rules shall not apply to :-
 - (a) Part-time workers, casual labourers, daily labourers, muster roll workers and seasonal labourers;
 - (b) Such other categories of persons as may be specified from time to time by Government notification in the Official Gazette;
 - (c) Cases of appointment on promotion.
3. Definition – In these rules, unless the context otherwise requires-
 - (1) “Appointment on probation” means appointment on trial before absorption;
 - (2) “Government” means the Government of West Bengal;
 - (3) “Probationer” means a Government employee appointed on probation.
4. Mode of appointment – On or after the date of coming into force of these rules, all appointments on entry into posts or cadre or service or category belonging to Group C in the Government service, shall be on probation for a period of three years.
5. Absorption after probation – A Government employee shall be absorbed on regular basis on satisfactory completion of the period of probation and for this purpose, the performance of the concerned employee shall be reviewed after completion of each year;

Provided that where passing of departmental or other examination like computer skill etc. is essential under any existing rules of the concerned Group C post, the concerned employee shall have to pass the same within the period of probation;

Provided further that in case such Government employee fails to pass the departmental or other examination within the period of probation, the period of probation may be extended for further period of one year on the request of the employee.

6. Discharge on non-satisfactory performance during the period of probation – In case of non satisfactory performance or failing to pass the departmental examination or other examination as mentioned in rule 5, the Government employee concerned may be discharged.
7. Selection procedure- Selection shall be made on the basis of competitive examination to be conducted by the Staff Selection Commission, West Bengal or the Public Service Commission, West Bengal (Clerkship Examination only), as the case may be, by way of following the procedures mentioned in the relevant recruitment rules of the concerned Group C posts or cadre or service or category.
8. Drawal of salary during the period of probation- During the period of probation only the entry point pay i.e. Basic Pay plus Grade Pay of the concerned Group C posts or service or cadre or category shall be allowed with annual increment @ 3% per annum and medical allowance, if any.
9. Treatment of probation period after absorption – (1) After absorption on successful completion of the period of probation and passing of such departmental examination wherever applicable an employee shall be allowed to draw pay in the regular scale related to the concerned posts or service or cadre or category from date of confirmation.

(2) The period of probation shall be counted for pensionary benefit and shall not count for Modified Career Advancement Scheme (MCAS) or for promotion.
10. Leave during period of probation – Leave during period of probation shall be allowed as per rule 213 of the West Bengal Service Rules, Part-I applicable for contractual appointment”.

DISCLAIMER: IN CASE OF ANY DISCREPANCY FOUND IN THIS ADVERTISEMENT REGARDING THE TERMS AND CONDITIONS OF RECRUITMENT TO THE CONCERNED POST, THE RECRUITMENT RULE FOR THE POST WILL PREVAIL. RECRUITMENT RULES ARE AVAILABLE IN COMMISSION’S WEBSITE www.wbssc.gov.in

Sd/-

**Secretary cum Controller of Examinations
West Bengal Staff Selection Commission**