



GOVERNMENT OF NCT OF DELHI  
Delhi Subordinate Services Selection Board  
FC-18, INSTITUTIONAL AREA, KARKARDOOMA, DELHI-110092  
Website: <https://dsssb.delhi.gov.in>

No. F.1 (5)/P&P-I/ DSSSB / Advt./2022/87

Dated: 14.10.2022

**VACANCY NOTICE**  
**ADVERTISEMENT NO.08/22**

**IMPORTANT NOTE:-** Only online applications will be accepted. Applications received through any other mode shall stand summarily rejected. No correspondence will be entertained in this regard.

The opening date and closing date for receipt of online applications are as under:-

Opening Date for Submission of Online Applications:- 19/10/2022 (19<sup>th</sup> October, 2022)  
Closing Date for Submission of Online Applications :- 18/11/2022 (18<sup>th</sup> November, 2022)

Online Applications are invited for recruitment to the following posts under Directorate of Education, Govt. of NCT of Delhi:-

SI No	Post Code	Name of the Post	Name of Department	Group	Grade Pay	Vacancy						
						EWS	UR	OBC	SC	ST	Total	PwD
1	37/22	Librarian	Directorate of Education	B	4600	13	25	32	27	03	100	04
2	38/22	Assistant Teacher (Nursery)	Directorate of Education	B	4200	0	01	01	01	01	04	0
3	39/22	Trained Graduate Teacher (Computer Science)	Directorate of Education	B	4600	29	37	19	19	02	106	10
4	40/22	Domestic Science Teacher	Directorate of Education	B	4600	17	52	82	32	18	201	03
5	41/22	Physical Education Teacher	Directorate of Education	B	4600	51	89	31	38	12	221	0

Candidates must apply online through the website <https://dsssonline.nic.in>. The closing date for submission of online application is **up to 18/11/2022 (till 11:59 PM)** after which the link will be disabled. The applicants are advised to visit DSSSB's website <https://dsssb.delhi.gov.in/current-vacancies/Delhi-subordinate-services-selection-board> to check the detailed advertisement and confirm their eligibility for the above vacancies based on the Recruitment Rules of the Directorate of Education. The date of conduct of examinations will be intimated in due course only through the website of the Board. Further, **candidate is advised to visit website of the Board on regular basis to get updates. The Board shall not be responsible for any lapse on the part of the candidate in this regard.**

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Deputy Secretary (P&P-I)  
DSSSB

**ADVERTISEMENT NO.08/22**

The details regarding name of the post(s), post code, number of vacancies, educational qualifications (essential/desirable), experience required (essential/desirable), pay scale, age limit etc. as per the Recruitment Rules provided by the User Department are as under:-

Post Code:-	37/22	Name of the post:-	Librarian
		Department	Directorate of Education
Number of Vacancies:-	<b>(Total-100) EWS-13, UR-25, OBC-32, SC-27, ST-03 including PwD (VH-01, HH-01, OH-01, MD-01).</b>		
Educational Qualification:-	Essential:-	1. Degree from a recognized University or Equivalent. 2. Bachelors Degree or Equivalent Diploma in Library Science or a recognized University/Institute or Equivalent. 3. Experience of Two years in Library/computerization of a Library <b>OR</b> One year Certificate in Computer Application from a recognized institute or equivalent.	
	Desirable:-	NIL	
Experience:-	Essential:-	NIL.	
	Desirable:-	NIL.	
Pay Scale:-	Pay Level 7, ₹ 44900 – 142400/- (pre-revised ₹ 9300-34800/- + Grade Pay 4600/-) Group: 'B' Non-Ministerial		
Age Limit:-	Not Exceeding 30 years, Age Relaxation will be given as per the table at para 7.  <b>Guest/Contract Teachers:-</b> Relaxation in upper age as a onetime measure up to the actual time spent as contractual employee of the same department, subject to a maximum of 5 years provided they have worked for at least 120 working days in that particular year as per Services Department letter/circular No. F.19(11)/2015/S-IV/1751-1756 dated 11/06/2019.		
<b>This post is identified suitable for PwD (a) LV (b) D, HH (c) OA, BA, OL, BL, OAL, CP, LC, Dw, AAV, MDy (d) ASD(M), SLD, MI (e) MD involving (a) to (d) categories as per requisition of User Department.</b>			
R.No.	DE.4(09)/72/Requisition (Lib.)/E-IV/2021/1638		Dated 11/11/2021
Post Code:-	38/22	Name of the post:-	Assistant Teacher (Nursery)
		Department	Directorate of Education
Number of Vacancies:-	<b>(Total-04)- EWS-00, UR-01, OBC-01, SC-01, ST-01)</b>		
Educational Qualification:-	Essential:-	1. Senior Secondary School (Class Twelve) certificate or Intermediate or its equivalent with at least 45% marks from a recognized Board/University. 2. Diploma/Certificate in Nursery Teacher Education programme of a duration of not less than two years or B.Ed. (Nursery) from a recognized Institute. 3. Must have passed Hindi at secondary level.  <b>NOTE :- "The candidates not having essential qualification as exactly mentioned in the Recruitment Rules of the concerned post need not apply."</b>	
	Desirable:-	NIL.	
Experience:-	Essential:-	NIL.	
	Desirable:-	NIL.	
Pay Scale:-	Pay Level 6, ₹ 35400 – 112400/- (pre-revised ₹ 9300-34800/- + Grade Pay 4200/-) Group: 'B' Non-Gazetted, Non-Ministerial.		
Age Limit:-	Not exceeding 30 years. Age Relaxation will be given as per the table at Para 7.  <b>Guest/Contract Teachers:-</b> Relaxation in upper age as a onetime measure up to the actual time spent as contractual employee of the same department, subject to a maximum of 5 years provided they have worked for at least 120 working days in that particular year as per Services Department letter/circular No. F.19(11)/2015/S-IV/1751-1756 dated 11/06/2019.		
<b>This post is identified suitable for PwD (a) B, LV (b) HH (c) OA, BA, OL, BL, OAL, CP, LC, Dw, AAV (d) MI (e) MD involving (a) to (d) categories as per requisition of User Department.</b>			
R.No.	DE.4(6)(254)/E-IV/2017/1637		Dated 11/11/2022

<b>Post Code:-</b>	<b>39/22</b>	Name of the post:-	<b>Trained Graduate Teacher (Computer Science)</b>
		Department	Directorate of Education
Number of Vacancies:-	<b>(Total- 106)- EWS-29, UR-37, OBC-19, SC-19, ST-02 (including PwD VH-03, HH-03, OH-01, MD-03).</b>		
Educational Qualification:-	Essential:-	Bachelors degree in computer application (BCA) from a recognized university <b>OR</b> Graduation in computer science from a recognized university (provided that the computer science subject must be studied in all years as main subject) <b>OR</b> B.E/B.Tech (Computer Science/Information Technology) from a recognized university <b>OR</b> Graduation in any subject and 'A' level course from DOEACC, Ministry of Information & Communication and Technology, Govt. of India.	
	Desirable:-	NIL.	
Experience:-	Essential:-	NIL.	
	Desirable:-	NIL.	
Pay Scale:-	Pay Level 7, ₹ 44900 – 142400/- (pre-revised ₹ 9300-34800/- + Grade Pay 4600/-) Group: 'B' Non-Gazetted, Non-Ministerial.		
Age Limit:-	Not exceeding 30 Years. Age Relaxation will be given as per the table at Para 7. <b>Guest/Contract Teachers:-</b> Relaxation in upper age as a onetime measure up to the actual time spent as contractual employee of the same department, subject to a maximum of 5 years provided they have worked for at least 120 working days in that particular year as per Services Department letter/circular No. F.19(11)/2015/S-IV/1751-1756 dated 11/06/2019.		
<b>This post is identified suitable for PwD (a) B, LV (b) HH (c) OA, BA, OL, BL, OAL, BLOA, BLA, CP, LC, Dw, AAV, MDy (d) ASD (M), SLD, MI (e) MD involving (a) to (d) categories as per requisition of User Department.</b>			
R.No.	DE/TGT(CS)/E-IV/REQ./2019/1635		Dated 11/11/2021
<b>Post Code:-</b>	<b>40/22</b>	Name of the post:-	<b>Domestic Science Teacher</b>
		Department	Directorate of Education
Number of Vacancies:-	<b>(Total-201)- EWS-17, UR-52, OBC-82, SC-32, ST-18 (including PwD OH-01, VH-01, HH-01)</b>		
Educational Qualification:-	Essential: -	(I) Bachelor's degree in Domestic Science/Home Science from a recognized University/Institute. <b>AND</b> (II) Bachelor's in Education with Domestic Science/Home Science as a Teaching subject.	
	Desirable:-	Must have passed <b>Hindi</b> as a subject at secondary level.	
Experience:-	Essential:-	NIL	
	Desirable:-	NIL	
Pay Scale:-	Pay Level 7, ₹ 44900 – 142400/- (pre-revised ₹ 9300-34800/- + Grade Pay 4600/-) Group: 'B' Non-Gazetted, Non-Ministerial.		
Age Limit:-	Not exceeding 30 years. Age Relaxation will be given as per the table at Para 7. <b>Guest/Contract Teachers:-</b> Relaxation in upper age as a onetime measure up to the actual time spent as contractual employee of the same department, subject to a maximum of 5 years provided they have worked for at least 120 working days in that particular year as per Services Department letter/circular No. F.19(11)/2015/S-IV/1751-1756 dated 11/06/2019.		
<b>This post is identified suitable for PwD (a) LV (b) D, HH (c) OA, BA, OL, BL, OAL, CP, LC, Dw, AAV, MDy (d) ASD (M), SLD, MI (e) MD involving (a) to (d) categories as per requisition of User Department.</b>			
R. No.	DE.4(13)(90)DST/E-IV/2021/1640		Dated 11/11/2021
<b>Post Code:-</b>	<b>41/22</b>	Name of the post:-	<b>Physical Education Teacher</b>
		Department	Directorate of Education
Number of Vacancies:-	<b>(Total-221) EWS-51, UR-89, OBC-31, SC-38, ST-12.</b>		
Educational Qualification:-	Essential:-	Graduate with Bachelor's of Physical Education (B.P.Ed) or its equivalent.	
	Desirable:-	NIL.	
Experience:-	Essential:-	NIL.	
	Desirable:-	NIL.	

Pay Scale:-	Pay Level 7, ₹ 44900 – 142400/- (pre-revised ₹ 9300-34800/- + Grade Pay 4600/-) Group: 'B' Non-Gazetted, Non-Ministerial.
Age Limit:-	Not exceeding 30 years. Age Relaxation will be given as per the table at Para -7.  <b>Guest/Contract Teachers:-</b> Relaxation in upper age as a onetime measure up to the actual time spent as contractual employee of the same department, subject to a maximum of 5 years provided they have worked for at least 120 working days in that particular year as per Services Department letter/circular No. F.19(11)/2015/S-IV/1751-1756 dated 11/06/2019.
<b>This post is identified NOT suitable for PwD categories as per requisition of User Department.</b>	
R.No.	DE/E-IV/Requisition/PET/2021/1636 <span style="float: right;">Dated 11/11/2021</span>

**Abbreviations of Disabled Category : B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both leg & one arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy=Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities**

### 1. ELIGIBILITY CRITERIA:

- (i) The candidate must be a citizen of India.
- (ii) The candidate must be eligible in terms of age, educational qualifications, experience etc. as per Recruitment Rules notified by the User Department for the post in which he/she intends to apply.
- (iii) The educational qualification, age, experience etc. as stipulated in advertisement shall be determined as on 18/11/2022.

### 2. HOW TO APPLY :

- a. Before submitting online applications, candidate must ensure that he/she is registered on DSSSB's portal i.e. <https://dsssbonline.nic.in>. The instructions for Registration are available on the Board's website. Registration with DSSSB is a onetime exercise. The user ID and password generated after registration should be used to login whenever a candidate is applying for examinations of the posts notified by DSSSB. No separate registration is required for each of examination conducted by DSSSB. If, an applicant submits multiple registrations and appears in the examination (at any stage) more than once, his/her candidature will be cancelled and he/she will be debarred from the examinations of the Board.
- b. **Eligible candidates may apply online through the website <https://dsssbonline.nic.in> from 19/10/2022 up to 18/11/2022 (till 11:59 PM) after which the link will be disabled.**
- c. The candidates must go through the **INSTRUCTIONS FOR APPLYING ONLINE** carefully while filling up Online Application Form for the post concerned.
- d. The candidates must submit their application through **Online Mode** only. **No other mode of application** shall be accepted. Applications received through any other mode i.e. by post/by hand/by mail etc. will not be accepted and will be summarily rejected. No correspondence will be entertained in this regard.
- e. **The opening date for submission of online application is 19/10/2022. The closing date for submission of online application is 18/11/2022 (11:59 pm).**
- f. To avoid last minute rush, candidates are advised in their own interest to submit online applications much before the closing date and not to wait till the last date. DSSSB will not be responsible for the candidates for not being able to submit their applications in stipulated time limit for any reason(s) stated to be beyond their control.
- g. Before submission of the online application, candidates must check and ensure that they have filled correct details in each field of the online application form. **Once online application form is submitted, no request for change/ correction/ modification (including change of category) will be entertained or allowed under any circumstances.** Request received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained and no correspondence will be made in this regard. Candidates will responsible for any mistake in the data of application form and fee paid by him/her.

**3. APPLICATION FEES AND MODE OF PAYMENT:****₹ 100/- (One Hundred only)**

- Women candidates and candidates belonging to Schedule Caste, Schedule Tribe, PwD (Person with Disability) & Ex-Serviceman category are exempted from paying Application fees.
- Ex-Servicemen who have already secured employment in civil post under Central Government /Government of NCT of Delhi or its Autonomous /Local Bodies on regular basis after availing of the benefits of reservation given to Ex-Servicemen for their re-employment are **NOT** eligible for fee concession.
- The candidates submitting their application online should pay the requisite fees only through SBI e-pay. Other mode of payment will not be considered and the application of such candidates will be rejected outrightly and payment made shall stand forfeited.
- Application Fee once paid will not be refunded under any circumstances.

**4. Examination Scheme :**

Row	Tier	Posts Code	Exam. Code	Time	Total Ques. MCQ)	Total Marks (MCQ)	Total Marks (Descript.)	Grand Total	Syllabus
A	One Tier (Teaching posts)	37/22, 38/22 & 39/22	I-T-T	2 Hrs.	200	200	N.A.	200	<p><b>Section – A:-</b> MCQs of one mark each as per existing examination scheme 1. General Awareness, 2. General Intelligence &amp; Reasoning ability, 3. Arithmetical &amp; Numerical Ability, 4. Test of Hindi Language &amp; Comprehension, 5. Test of English Language &amp; Comprehension.</p> <p>(20 Marks each)</p> <p><b>Section – B:-</b> MCQs of one mark each from the subject concerned as per the qualification prescribed for the post.</p> <p>(100 Marks)</p>
B	One Tier (Teaching posts)	40/22 & 41/22	I-T-T	2 Hrs.	200	200	N.A.	200	<p><b>Section – A:-</b> MCQs of one mark each as per existing examination scheme 1. General Awareness, 2. General Intelligence &amp; Reasoning ability, 3. Arithmetical &amp; Numerical Ability, 4. Test of Hindi Language &amp; Comprehension, 5. Test of English Language &amp; Comprehension.</p> <p>(20 Marks each)</p> <p><b>Section – B:-</b> MCQs of one mark each from the subject concerned including questions on teaching methodology/B.Ed.</p> <p>(100 Marks)</p>

**NOTE:**

- For applicants of all post codes, the mandatory minimum qualifying marks in Tier-I Examinations will be applicable only in r/o Section-B which is domain subject specific. There will not be any minimum qualifying marks in Section-A. However, combined aggregate marks of both Section-A & Section-B will be reckoned for preparing the final merit list.
- Negative Marking will be applicable and deduction of **0.25 marks** will be made for each wrong MCQ answer.
- The Board reserves its right to prescribe a minimum cut off mark for any post as per availability of candidates.
- The minimum qualifying marks for one Tier/Two Tier written examination (Objective/Descriptive Type) is given at Sub-para (e) of Para-5 below.
- Link for Mock test (which also include instructions to candidates about the online examination) is given on the website of the Board.

## 5. **Mode of Selection:**

- a. The selection shall be made through **One Tier examination** scheme.
- b. In case of any question(s) appearing in the exam are held to be invalid, those questions will not be evaluated and the marks scored by the candidate will be calculated on prorated basis (out of maximum marks).
- c. Marks scored by candidates in the Computer Based Test/Exam will be normalized (If required) by using the formula published by DSSSB vide Notice No. 10 (271)/Sec.Cell/DSSSB/18/989 dated 11.07.2018 (**Annexure-II**) and such normalized scores will be used to determine final merit and provisional nomination/selection.
- d. Draft Answer Keys of the Computer Based Test/Exam will be displayed on the website of DSSSB after the Examination. Candidates may go through the draft Answer Keys and submit online objections, if any, within the stipulated time limit given by the Board. Objection(s) regarding the draft Answer Keys received through the online mode within the time limit fixed by the Board will only be considered and scrutinized before finalizing the Answer Keys. However, the decision of the Board in this regard will be final. Objections received through any other mode(s) e.g. letter, application, email etc. shall not be entertained. After the receipt of objection(s) in the above stated authorised manner, no further representations, if any will be entertained in this regard by the Board anytime during or after the display of draft answer key.
- e. The Board, in order to achieve qualitative selection and to recruit the best talent available, has fixed the following minimum qualifying marks (wherever applicable) for different categories (UR/SC/ST/OBC/EWS/PwD/Ex-SM) :-

General/EWS :40%

OBC (Delhi) :35%

SC/ST/PH (PwD) :30%

Ex-Servicemen will be given 5% relaxation in their respective categories subject to a minimum of 30%.

- f. DSSSB reserves its right to prescribe a minimum cut off mark for any post as per availability of candidates.

**Note :** Cut off marks for selection in different categories may go higher depending upon the marks obtained by the candidates and number of vacancies in respective categories.

- g. If, there are two or more candidates in the same category are having equal marks in the Tier-1 examination :
  - 1) Candidate securing more marks in subject specific section i.e. Section-B is to be placed higher in merit;
  - 2) In case where the marks mentioned at (1) above are also equal, the candidate senior in age is to be placed higher in merit.
  - 3) In case where the date of birth are also the same, the candidate whose first name comes first in Alphabetical order (in English) is to be placed higher in merit.
- h. SC, ST, OBC, EWS, Ex-SM and PwD candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved vacancies. Such candidates will be accommodated against the general/ unreserved vacancies for the post as per their position in the overall merit. The reserved vacancies will be filled up separately from amongst the eligible SC, ST, OBC, EWS, Ex-SM and PwD candidates.
- i. **A person with disability who is selected on his/her own merit can be appointed against an unreserved vacancy provided the post is identified suitable for Persons with Disability of the relevant category.**
- j. Provisional nomination/selection in the examination confers no right of appointment unless the Appointing Authority is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/post.
- k. The admission at all stages of the examination is purely provisional, subject to his/her satisfying the prescribed eligibility conditions prescribed for the respective Department(s). If, upon verification, at any time before or after the examination, it is found that the candidate does not fulfill any of the eligibility conditions, his/her candidature for the examination will be summarily cancelled.
- l. **The candidates not having essential qualification as exactly mentioned in the Recruitment Rules of the concerned post need not apply.**

## 6. **RESERVATION BENEFITS:**

- (i) Reservation benefits will be available to the SC/ST/OBC/EWS/PwD/Ex-SM & other special category candidates in accordance with the extant Instructions / Orders / Circulars issued from time to time by the Govt. of NCT of Delhi/DOP&T, Govt. of India.
- (ii) **The Board makes selection of candidates in pursuance to the vacancies reported by the concerned User Departments for various posts. The Board does not have any role in deciding the number of vacancies of any User Department. Implementation of reservation policy, maintaining reservation roster and earmarking of vacancies amongst different categories fall under the domain of the User Departments.**
- (iii) Candidates who wish to be considered against reserved vacancies and /or to seek relaxation(s), **must be in possession of relevant certificates (SC/ST/OBC/EWS/Non-Creamy layer/PwD etc.) issued by the Competent/Notified Authority (in prescribed format) on or before the cut off date i.e. 18.11.2022** otherwise their claim for any category will not be entertained and **their applications will be considered against Un-reserved (UR) category vacancies, if eligible otherwise. The candidate has to select that particular category when applying online for the Post. No request for change of Category will be entertained at any later stage.**
- (iv) Only OBC (Delhi) candidates notified by Govt. of NCT of Delhi vide letter/order No. F.19(10)/2001/S-III/Pt.File/2278-2285 dated 27/07/2007 (**Annexure-III**) and No. F.19(01)/2012/S.IV/1241-1258 dated 28/07/2016 (**Annexure-IV**) will be given the benefit of reservation/age relaxation under OBC category. This has further been clarified by Services Department, Govt. of NCT of Delhi Vide its Office Memorandum No.F.19(02)/2011/S.IV/Vol.I/856 dated 31/05/2021 (**Annexure-V**). **OBC (Outside) candidates will be treated as Un-reserved candidates and they must apply under UR category.** The OBC candidates must be in possession of non-Creamy layer certificate, along with his/her caste certificate on or before cut off date.
- (v) Only following two types of certificates will be accepted as valid certificates for grant of benefit of reservation to OBCs:-
- (A) OBC certificate (Delhi) issued by the Revenue Department of GNCT of Delhi, on the basis of a old certificate issued to any member of individual's family from GNCT of Delhi.
- (B) OBC certificate issued by a Competent Authority outside Delhi to a person belonging to a community duly notified as OBC by GNCT of Delhi. This certificate should have mandatorily been issued on the basis of OBC certificate issued by Govt. of NCT of Delhi to a family member of the concerned person who had been residing in Delhi before 08/09/1993.
- (vi) A candidate belonging to SC/ST/OBC who is provisionally nominated/selected on the same standard as applied to unreserved category candidates and who appears in the combined merit list is treated as own merit candidate. Such candidate is adjusted against unreserved point of the reservation roster. Only such SC/ST/OBC candidates who are selected on the same standard as applied to unreserved candidates shall not be adjusted against reserved vacancies. In other words, **when a relaxed standard is applied in nominating/selecting an SC/ST/OBC candidate**, for example in the age limit, experience, qualification, extended zone of consideration larger than what is provided for unreserved category candidates, etc., the SC/ST/OBC candidates are to be counted against reserved vacancies. Such candidates would be deemed to be unavailable for consideration against unreserved vacancies.

## 7. **AGE RELAXATION:**

Permissible relaxation in upper age limit for different categories is as under:

S.NO.	CATEGORIES	EXTENT OF AGE CONCESSION
1.	SC/ST	05 years
2.	OBC	03 years
3.	PwD	10 years
4.	PwD + SC/ST	15 years
5.	PwD + OBC	13 years
6.	Departmental candidate i.e. regular Govt. servant with at least three years continuous service. (These instructions are applicable only to Central Government Civilian Employees and Employees of all Departments/Autonomous/Local Bodies of Govt. of NCT of Delhi)	<b>For Group B Post: -</b> Up to 05 years for Group 'B' posts (which are in the same line or allied cadres and where a relationship could be established that the service already rendered in a particular post will be useful for the efficient discharge of the duties of post) as per DoP&T O.M. No. 15012/2/2010-Estt.(D) dated 27 <sup>th</sup> March, 2012.
7.	Ex-Servicemen Group B & C (Non-Gazetted)	Period of Military service plus 3 years

**(Note:- The above age relaxations will be regulated as per DoPT Guidelines.)**

- (i) In case of physically handicapped/Person with Disability, relaxation in age-limit shall be applicable irrespective of the fact whether the post is reserved or not, provided the post is identified as suitable for persons with disabilities.

- (ii) If, a person with disability is entitled to age relaxation by virtue of being a Departmental employee, the same will be admissible either as a 'person with disability' or as a 'Departmental employee' whichever may be more beneficial to him/her.

#### 8. **IMPORTANT INSTRUCTIONS TO CANDIDATES:**

a.	The Board does not undertake any detailed scrutiny of applications for the eligibility and other aspects at the time of examination(s) and, therefore, candidature will be accepted only on provisional basis. As such merely, applying under the above said Post Codes does not make the candidate eligible for the same. Candidates must go through the requirements of essential educational qualification, age, experience etc. and satisfy themselves that they are eligible for the post. Copies of supporting documents will be sought at the time of online calling of e-dossier only.
b.	The educational qualification, age, experience and other eligibility conditions for the post shall be determined as on <b>18/11/2022</b> .
c.	Candidates seeking reservation benefits available for SC/ ST/ OBC/ PwD/ EWS/ ExSM must ensure that they are entitled to such reservation as per eligibility prescribed in the Notice. <b>They should also be in possession of the certificates in the prescribed format issued by the Competent Authority on or before 18/11/2022.</b>
d.	Candidates with only <b>benchmark physical disability</b> status will be considered as Persons with Disabilities (PwD) and only such candidates will be entitled to age-relaxation/ reservation for Persons with Disabilities.
e.	If a candidate successfully submits his/her application, it will only be considered on <b>'Provisional'</b> basis. Candidates should take printout of the online Application Form for their own records.
f.	Only one online registration is allowed to be submitted by a candidate. Therefore, candidates must exercise due diligence at the time of filling their online Registration Forms. In case, more than one Registration of a candidate is detected, all such registrations will be rejected and his/her candidature for the examination will be cancelled. If a candidate submits multiple registrations and appears in the examination (at any stage) more than once, his/her candidature will be cancelled and he/she will be debarred from the examinations of the Board.
g.	Only one online application is allowed to be submitted by a candidate for the Examination. Therefore, candidates must exercise due diligence at the time of filling their online Application Forms for the relevant post. In case, more than one application of a candidate is detected, all such applications will be rejected and his/her candidature for the examination will be cancelled. If a candidate submits multiple applications and appears in the examination (at any stage) more than once, his/her candidature will be cancelled and he/she will be debarred from the examinations of the Board.
h.	<b>Candidates are advised to upload recent and clear colour photograph. The background should be a plain white or off-white. It should have full face, front view, eyes open. Online Applications with blurred/ illegible Photograph/ Signature will be rejected. Candidate must bring same photo printed on photo quality paper whenever asked by the Board. Digital or printed photo not meeting above guidelines will be rejected and candidature of the candidate will be rejected.</b>
i.	Request for change/ correction sought via any mode like Post/ Fax/ Email/ By hand, etc. in any particulars of the Online Application Form including change of category, once submitted, will not be entertained under any circumstances and no correspondence will be made in this regard.
j.	Candidates must fill their correct and active e-mail addresses and mobile numbers in their online application forms so that any communication from the Board is properly received by the candidate. Further, <b>candidate is advised to visit website of the Board on regular basis to get updates as the communications sent through email &amp; SMS are additional facilities. The Board shall not be responsible for any lapse on the part of the candidate in this regard.</b>
k.	In case of fake/ fabricated application/ registration by misusing any dignitaries name/ photo, such candidate/ cyber cafe will be held responsible for the same and liable for suitable legal action under Cyber/ IT act.

#### 9. **GENERAL INSTRUCTIONS FOR CANDIDATES:**

- (i) The vacancies advertised are liable to vary (increase or decrease). In case, the vacancy position is reduced to any number or even NIL by the User Department, Board is not liable to compensate the applicant for any consequential damage/loss. Further, vacancies in respect of PH/ PwD candidates are liable to vary (increase or decrease) subject to provisions of RPwD Act,2016.
- (ii) The DSSSB reserves the right to cancel or modify the advertisement or part of it, at any stage.
- (iii) The centers for holding the examination will be in Delhi/NCR only.

- (iv) The Board reserves the right to cancel a part or entire process of examination or a part of it due to Administrative reason(s) and in case of unfair means, cheating or other irregularities/ malpractice noticed by the Board. The Board also reserves the right to cancel or set up a new examination centre and divert the candidates from a particular examination centre to another examination centre, if required. The Board also reserves the right to shift candidates of any one centre to some other centre to take the Exam. No request for change in date, time and centre of exam will be accepted under any circumstances.
- (v) The Board reserves the right to change or make amendment in the examination scheme, any time before the examination, if so required.
- (vi) The candidature of the candidate to the Examination is entirely provisional and subject to the outcome of any direction/ decision/ order/ pronouncement of any Court of Law and mere issuance of Admit Card or appearance at Examination does not entitle him/her to any claim for the post.
- (vii) Abbreviations used are denoted as under:  
**EWS-Economically Weaker Sections, Ex-SM- Ex-Servicemen, UR-Unreserved (General), SC-Scheduled Caste, ST- Scheduled Tribe, OBC- Other Backward Classes, PwD-Person with Disability, OH-Orthopedically Handicapped, VH- Visually Handicapped, HH-Hard of Hearing.**
- Abbreviations of Disabled Category : B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both leg & one arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy=Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities**
- (viii) Use of Calculator, Laptop, Palmtop, other Digital Instrument/ Mobile/ Cell phone, Pager/ electronic watches and any metallic items etc. is/ are not allowed. Candidates are strictly advised not to bring any of the above gadgets in the examination centre as no arrangements for keeping or for security of these items will be available at the centers.
- (ix) In case any candidate is caught/ found to be in possession of any gadget/instrument, he/ she would be debarred from the examination and legal proceedings shall also be initiated against the candidates.
- (x) **The candidates are instructed to follow the following dress code while appearing for DSSSB Exam :**
- (a) **Light clothes with half sleeves not having big buttons, brooch/badge, flower etc. with Salwar/ Trouser.**
  - (b) **Slippers, sandals with low heels. Shoes are not allowed.**
- (xi) In case there is any discrepancy among the English, Hindi, Urdu and Punjabi version of advertisement/ information, the English version will be treated as final.

#### **10. Action against candidates found guilty of misconduct:**

Candidates are warned that they should not furnish any particulars that are false or suppress any material information while filling in the online application form.

Without prejudice to criminal action/debarment from DSSSB's examination wherever necessary, candidature will be summarily cancelled at any stage of the recruitment in respect of candidates found to have indulged in any of the following:

1. Possession of mobile phone & accessories and other electronic gadgets within the premises of the examination centre, whether in use or in switch off or switch on mode.
2. Involved in malpractices.
  - a. Using unfair means in the examination hall.
  - b. Obtaining support for his / her candidature by any means.
  - c. Impersonation/Procuring impersonation by any person.
  - d. Submitting fabricated documents or documents which have been tampered with.
  - e. Making statements which are incorrect or false or suppressing material information.
  - f. Resorting to any other irregular or improper means in connection with his/her candidature for the examination.
  - g. Misbehaving in any other manner in the examination hall with the Observer/Centre Superintendent, Invigilator or Board's representatives.
  - h. Taking away the Answer Sheet (in case of offline/online/descriptive/skill test papers) with him/her from the examination hall, or passing it on to unauthorized persons during the conduct of the examination.
  - i. Intimidating or causing bodily harm to the staff deployed/authorised by the Board for the conduct of examination.
  - j. Candidature can also be cancelled at any stage of the recruitment for any other ground which the Board considers to be sufficient cause for cancellation of candidature.
  - k. If, any candidate uses offensive/abusive/foul language /obscene picture he/she will be liable for necessary penal action under relevant Act.

In such cases, if required, the Board may also report the matter to Police/ Investigating Agencies, as deemed fit and the Board may also take appropriate action to get the matter examined by the concerned authorities/ forensic experts, etc.

**11. Board's Decision Final:**

The decision of the Board in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centers and preparation of merit list & post allocation, debarment for indulging in malpractices will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

**Disclaimer:-** The vacancy notice is based on the requisitions received from the indenting departments. The essential qualifications have been given as prescribed in the RRs of the posts provided by the indenting departments. In case of any typographical error, the recruitment will be strictly as per the RRs only.

**Sd/-  
Deputy Secretary (P&P-I)**

Annexure-I

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT - (BRANCH-IV)  
7<sup>TH</sup> LEVEL, B-WING, DELHI SECRETARIAT,  
I.P.ESTATE, NEW DELHI-110002**

No.F.19(11)/2015/S-IV/1751-1756

Dated: 11/06/2019

**OFFICE MEMORANDUM**

**Sub: Relaxation in upper age limit to the contractual employees working under Government of NCT of Delhi at the time of regular appointment on direct recruitment basis.**

The issue with regard to suitable relaxation in upper age limit to contractual employees, as a onetime measure, in Direct Recruitment has been examined in the light of various judicial pronouncements, DOPT guidelines, the opinion of Additional Solicitor General and in consultation with Finance Department and Law Department of GNCTD.

2. The Competent Authority is pleased to order all Head of Departments to fill-up the posts as per the recruitment rules and contractual employees hired against those posts may be given age relaxation as per the the following modalities to be adopted on uniform basis for in respect of contractual employees under Government of NCT of Delhi.

- I. The contractual employees working against teaching posts will be eligible for one time relaxation in upper age limit upto maximum period of 5 years. The quantum of age relaxation will be subject to number of years spent in the department on contract basis provided, they have worked for at least 120 days in a particular academic year.
- II. The contractual employees working against all other administrative posts, will be eligible for one time relaxation in upper age limit upto maximum period of 5 years. The quantum of age relaxation will be subject to number of years spent in the department on contract basis provided, they have worked for at least 180 days in a particular year.
- III. The contractual employees, working at the time of applying for direct recruitment, shall only be considered eligible for relaxation in upper age limit.
- IV. The contractual employees would be considered eligible for relaxation in upper age limit only for the department in which they are working.
- V. The contractual employees, who have already availed one time age relaxation, granted by the respective department, would not be eligible under the scheme.

**Contd....2/-**

- VI. Any contractual employee, whose service was terminated due to unsatisfactory work during their contractual employment, shall be treated as ineligible for the benefit of relaxation in upper age limit.
- VII. The contractual employees may seek "age - relaxation certificate" from the department where they are working on contract basis. The department concerned, after examination of application, in accordance with the above modalities, shall issue the certificate by clearly indicating the quantum of age relaxation, the contractual employee is eligible for. The Certificate shall be issued under the signature and seal of HoD concerned.
3. This issues with the approval of Competent Authority.

  
(S. N. MISRA)  
SPECIAL SECRETARY (SERVICES)

No.F.19(10)/2015/S-IV/ 1751-1756

Dated: 11/06/2019

**Copy to :**

1. All Pr. Secretaries / Secretaries / Head of Departments, Corporations, Boards, PSUs and Autonomous Bodies of Govt. of NCT of Delhi.
2. The Pr. Secretary to Hon'ble Lt. Governor, Delhi, Raj Niwas, Delhi.
3. The Staff Officer to Chief Secretary, 5<sup>th</sup> Level, A-Wing, Delhi Secretariat, New Delhi.
4. The Chairperson, DSSSB, Govt. of N.C.T. of Delhi,
5. Section Officer (Services-Coord) with the request to upload this circular to the website of Services Department.
6. Guard File.

  
(S. N. MISRA)  
SPECIAL SECRETARY (SERVICES)

Annexure-II

**GOVT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DELHI SUBORDINATE SERVICES SELECTION BOARD  
FC-18, INSTITUTIONAL AREA, KARKARDOOMA DELHI-110092**

F.No.10(271)/Sec.Cell/DSSSB/18/989

Dated:-11/07/18

**NOTICE**

As mentioned in the public notice F.No.10(271)/Sec. Cell/DSSSB/18/718 dated 31/05/2018 regarding partially shifting to online exam, in case of an exam being held in multiple shifts, normalisation of marks obtained by candidate will be done to account for variation in difficulty level. Normalisation will be done by using "Score Normalisation Based on Deviation Method" formula which is as under;

$$X_n = (S_2/S_1) * (X - X_{av}) + Y_{av}$$

(X <sub>n</sub> )	Normalized Score for each candidate
S <sub>2</sub>	Is the SD of the shift with the Highest Average Score taken as base for normalization
S <sub>1</sub>	Standard Deviation for the corresponding shift (to be scaled to S <sub>2</sub> )
X	Raw score of a candidate
X <sub>av</sub>	Simple average of the Shift
Y <sub>av</sub>	Average corresponding to shift with highest Average (taken as base for normalization)

  
Dy. Secretary  
DSSSB

**Annexure-III**

298/C

**MOST URGENT/DUTY ONLY**

**NO F.19(10)/2001/S-III/Pt. File/ 2273-2275  
GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
(SERVICES DEPARTMENT - BRANCH - IV)  
7TH FLOOR, "B WING", DELHI SECRETARIAT,  
I.P. ESTATE, NEW DELHI 110 002.**

CID.No.

dated: 27/7/07

58  
2/18/11

The Chairman  
Delhi Subordinate Services Selection Board,  
Government of NCT of Delhi  
UTCS Building, Shahadra, Delhi

2. All Head of Department/Local/Autonomous Bodies/  
PSUs, Government of NCT of Delhi.

Sub: Reservation for OBCs in the jobs under the Government of  
NCT of Delhi.

Madam/Sir,

I am directed to inform that the Hon'ble Lt. Governor has considered the matter regarding grant of benefit of reservation to OBCs in Civil posts under the Govt. of NCT of Delhi and has decided that the Central list for OBCs qua Delhi and castes defined as OBCs by OBC Commission and accepted so by the Government be extended the benefit of reservation in Delhi.

In light of the above, appropriate action for grant of benefits of reservation to OBCs in the civil posts of Govt. of NCT of Delhi may be taken accordingly.

Yours faithfully,

(S.P.SINGH)  
JOINT SECRETARY (SERVICES)

NO F.19(10)/2001/S-III/Pt. File/ 2273-2275

dated: 27/7/07

Copy to:

1. Secretary to Lt. Governor, Delhi, Govt. of NCT of Delhi
2. Secretary to the Chief Minister, Govt. of NCT of Delhi
3. Secretary (Legislative Assembly), Govt. of NCT of Delhi.
4. Staff Officer, Office of the Chief Secretary, Govt. of NCT of Delhi
5. Secretary to the Speaker, Delhi Vidhan Sabha, Govt. of NCT of Delhi
6. Secretaries to all Ministers of Govt. of NCT of Delhi
7. Superintendents (Services-I/II/III/IV/Coordination Branch)
8. Guard File.

(S.P.SINGH)  
JOINT SECRETARY (SERVICES)

**Annexure-IV**

297/4

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT - (BRANCH-IV)  
7<sup>TH</sup> LEVEL, B-WING, DELHI SECRETARIAT,  
I.P.ESTATE, NEW DELHI-110002**

No.F.19(01)/2012/S.IV/1241-1258

Dated: 28/7/2016

To,

All Head of Departments,  
Govt. of N.C.T. of Delhi,  
Delhi / New Delhi

Sub: **Reservation for OBCs in the jobs under the Government of  
N.C.T. of Delhi - reg.**

Sir / Madam,

In continuation with this department's circular dated 27.07.2007 on the subject cited above (copy enclosed) I am directed to inform that Govt. of N.C.T. of Delhi has decided to accept the following two types of certificates as valid certificates for grant of benefit of reservation to OBCs in civil posts under Govt. of N.C.T. of Delhi: -

- 1) OBC certificate (Delhi) issued by the Revenue Department of GNCT of Delhi, on the basis of any old certificate issued to any member of individual's family from GNCT of Delhi.
- 2) OBC certificate issued by a Competent Authority outside Delhi to a person belonging to a community duly notified as OBC by GNCT of Delhi. This certificate should have mandatorily been issued on the basis of OBC certificate issued by Govt. of N.C.T. of Delhi to any family member of the concerned person who had been residing in Delhi before 08.09.1993.

This issues with the prior approval of the Competent Authority.

Yours faithfully,

Encl: As above.

*Anupma*  
(ANUPMA CHAKRAVORTY)  
DY. SECRETARY (SERVICES)

No.F.19(01)/2012/S.IV/1241-1258

Dated: 28/7/2016

Copy to:

1. Pr. Secretary to Lt. Governor, Delhi, Govt. of N.C.T. of Delhi.
2. Pr. Secretary to the Chief Minister, Govt. of N.C.T. of Delhi.
3. Staff Officer, O/o the Chief Secretary, Govt. of N.C.T. of Delhi.
4. Secretaries to all Ministers, Govt. of N.C.T. of Delhi.
5. Superintendent (Services-I, II, III, ACP cell & Coordination branch, Delhi Secretariat, Govt. of N.C.T. of Delhi.
6. Superintendent (Coordination), Delhi Secretariat to upload on the website of Services Department.
7. Guard file.

*Anupma*  
(ANUPMA CHAKRAVORTY)  
DY. SECRETARY (SERVICES)

**Annexure-V**

8/2021

No.F.19(02)/2011/S.IV/Vol.I/856  
**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
SERVICES DEPARTMENT - (BRANCH-IV)  
7<sup>TH</sup> LEVEL, 'B'-WING, DELHI SECRETARIAT,  
I.P. ESTATE, NEW DELHI-110002**

Dated: 31/05/2021

**OFFICE MEMORANDUM**

**Sub: Reservation for OBCs in the jobs under the Government of N.C.T. of Delhi - reg.**

In continuation of this Department's letter No.F.19(10)/2001/S-III/Pt. File/2278-2285 dated 27<sup>th</sup> July, 2007 and No.F.19(01)/2012/S.IV/1241-1258 dated 28<sup>th</sup> July, 2016 on the subject cited above (copies enclosed), the undersigned is directed to convey the clarification that: -

- 1) an individual, who possesses OBC (Delhi) Certificate issued by the Revenue Department, Government of National Capital Territory of Delhi certifying that he/she belongs to a caste which has been notified as OBC by the Government of National Capital Territory of Delhi, shall be entitled for the benefits of reservation to OBCs in civil posts in various Departments of Government of National Capital Territory of Delhi, irrespective of the fact that the said OBC (Delhi) Certificate has been issued with or without mentioning of old certificate issued to his/her father, siblings and real uncles (paternal side only).
- 2) an individual, who possesses the OBC Certificate issued by a Competent Authority outside Delhi, certifying his/her belonging to a community duly notified as OBC by the Government of National Capital Territory of Delhi, shall also be entitled for the benefits of reservation to OBCs in civil posts under Government of National Capital Territory of Delhi. This certificate should have mandatorily been issued on the basis of OBC Certificate issued by Government of National Capital Territory of Delhi to his/her father, siblings and real uncles (paternal side only) of the concerned person, who had been residing in Delhi before 8<sup>th</sup> September, 1993.

This issues with the approval of the Competent Authority.

Encls: As above

  
(HARLEEN KAUR)  
SPL. SECRETARY (SERVICES)

No.F.19(02)/2011/S.IV/Vol.I/

Dated: / /2021

**Copy for information / appropriate action to: -**

- ✓ The Secretary, UPSC, Dholpur House, Shahjahan Road, New Delhi - 110069
2. Chairperson, DSSSB, Govt. of N.C.T. of Delhi.
3. Principal Secretary (Revenue), Revenue Department, 5, Shamnath Marg, Delhi-110054.
4. All the Heads of Departments/Autonomous Organizations /PSUs, Govt. of N.C.T. of Delhi, Delhi / New Delhi.

**Copy for information to: -**

1. Secretary to Hon'ble Lt. Governor, Delhi, Raj Niwas, Delhi.
2. Secretary to Hon'ble Chief Minister of Delhi, 3<sup>rd</sup> Level, Delhi Secretariat, New Delhi.

**Contd....2/-**

3. Secretary to all Ministers, Govt. of N.C.T. of Delhi, Delhi Secretariat, New Delhi.
4. Staff Officer to Chief Secretary, Delhi Govt. of N.C.T. of Delhi, 5th Level, Delhi Secretariat, New Delhi.
5. P.A. to Secretary (Services), Govt. of N.C.T. of Delhi, Delhi Secretariat, New Delhi.
6. P.A. to Spl. Secretary (Services), Govt. of N.C.T. of Delhi, Delhi Secretariat, New Delhi.
7. Dy. Secretary (Services)-I / III, Govt. of N.C.T. of Delhi, Delhi Secretariat, New Delhi.
8. Section Officers of all branches of Services Department, Govt. of N.C.T. of Delhi.
9. Section Officer (Coordination), Services Department, Delhi Secretariat, New Delhi with the direction to upload this letter / circular on the website of the Services Department.

  
31/5/21  
(HARLEEN KAUR)  
SPL. SECRETARY (SERVICES)