ODISHA PUBLIC SERVICE COMMISSION

ADVERTISEMENT NO.14 OF 2018-19

Recruitment to the posts of Assistant Town Planner, Group-A of Odisha Town Planning Service under Housing and Urban Development Department.

WEBSITE http://opsconline.gov.in

Applications are invited online through the Proforma Application form to be made available on the WEBSITE (http://opsconline.gov.in) from 20.11.2018 to 19.12.2018 **(Note: 24.12.2018 is the last date for payment of application fee)** for recruitment to 17(Seventeen) posts of Assistant Town Planner - Group-A of Odisha Town Planning Service under Housing and Urban Development Department in the scale of pay of Rs.15600-39100/- carrying Grade Pay of Rs.5400/- (in pre-revised scale) 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 filed by the Housing and Urban Development Department the category wise vacancy position along with reservation thereof is given below:-

Sl. No.	Category	No. of vacancies
1.	Un-reserved	08 (03-women)
2.	S.E.B.C	02 (01-women)
3.	Scheduled Tribe	04 (01-women)
4.	Scheduled Caste	03 (01-women)
	Total	17 (06-women)

NOTE: (a) Exchange of reservation between Scheduled Caste and Scheduled Tribe will **not** be considered.

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

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

3. AGE :

A candidate must have attained the age of 21 years and must not be above the age of 32 (thirty two) years on the 1st January, 2018 i.e. he/she must have been born not earlier than 2nd January, 1986 and not later than 1st January, 1997.

The upper age limit prescribed above is relaxable:

(i)   By 5(five) years for candidates belonging to the categories of Scheduled Caste (S.C.), Scheduled Tribe (S.T.), Socially & Educationally Backward Classes (S.E.B.C.), Women and Ex-servicemen.

(ii) By 10(ten) years for candidates belonging to (PWD) category, whose disability is more than 40%. Age relaxation for candidates in different categories for availing relaxation and reservation benefits will be as per Government Rules prescribed for the purpose.

Provided that, a candidate who comes under more than one category, he/she will be eligible for only one age relaxation benefit, 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.

4. EDUCATIONAL QUALIFICATION

A candidate must be an Associate Member of Institute of Town Planners of India or have Bachelors Degree in Planning or Post Graduate Degree in Planning, from a recognized University.

5. EXAMINATION FEE:

A candidate is required to pay a non-refundable and non-adjustable fee of **Rs.500/-**(Rupees five hundred) only. Candidate belonging to Scheduled Caste/Scheduled Tribe of Odisha and Persons With Disability (whose permanent disability is 40% or more) are exempted from payment of this fee.

The candidates are required to take a printout of finally submitted Online Application Form for future use and take a printout of Online Challan (Pay-in-Slip) for payment of requisite fee at any branch of State Bank of India (SBI). The fee(s) paid shall not be refunded under any circumstances nor can the fee(s) be adjusted or held in reserve for any other examination or recruitment.

6. METHOD OF SELECTION:

The selection of candidates for recruitment to the posts will be made through a Written Examination and a Viva Voce test.

A) The examination will be conducted in the following successive stages :-

    (i) Written Examination,   --   300 Marks
           (Objective Type – Multiple Choice Questions)

    (ii) Viva Voce test   --   50 Marks

B) The details of syllabus for the Written Examination are mentioned in Annexure-I.

C) Only those candidates who have been shortlisted after the written test shall be called for the Viva Voce test.

D) Final merit list will be prepared by **combining** the marks of both the Written and Viva Voce test.

7. OTHER ELIGIBILITY CONDITIONS:

    (i) be a citizen of India;

    (ii) be able to read, write and speak Odia fluently 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 from a school or educational institution recognized by the Government of Odisha or the Central Government; or

        (d) Passed at least in Odia in Middle English School Standard conducted by the School and Mass Education Department.

    (iii) The candidate must be of good mental condition, bodily health and free from any physical defect that is likely to interfere with the discharge of his 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.

    (iv) 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;

    (v) If a candidate has at any time, been debarred for a certain period/chance(s) by the Odisha Public Service Commission or other State Public Service Commission or U.P.S.C. from appearing at any examination/interview, he/she will not be eligible for such recruitment for that specified period/chance(s);

(vi) Government servants, whether temporary or permanent, are eligible to apply provided that they possess the requisite qualification and are within the prescribed age-limit as provided under Para-3&4 of the Advertisement. They must inform their respective Heads of Offices in writing regarding submission of their applications for this recruitment and obtain "No Objection Certificate".

(vii) A candidate who claims change in his/her name after having passed the High School Certificate Examination or equivalent examination, is required to furnish copy of publication of the changed name in local leading daily news paper as well as copy of notification in the Odisha Gazette in support of his/her change of name.

(viii) Every candidate selected for appointment shall be examined by the Medical Board as prescribed by the Government. A candidate, who fails to satisfy the Medical Board, shall not be appointed;

(ix) **Only those candidates, who fulfil the requisite qualification and within the prescribed age limit etc. by the closing date of filling up online application, will be considered eligible.**

8. **IMPORTANT POINTS :-**

(i) At present, only the online applications are invited from candidates for admission to the written examination for the post of Assistant Town Planner. 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 – 9** of this advertisement and original of the same 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 Viva Voce test.

(ii) 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 be debarred, either permanently or for a specified period, from any recruitment or selection to be conducted by the Commission.

(iii) The provisions of the Odisha Conduct of Examination Act 1988 (Odisha Act-2 of 1988) are applicable to the examination conducted by the Odisha Public Service Commission.

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

(v) <u>Admission to Written Examination/Viva Voce test will be provisional. If on verification at any stage before or after Examination / Viva Voce test, it is found that a candidate does not fulfill all the eligibility conditions or has furnished incorrect information/data, his/her candidature will be liable to rejection. Decision of the Commission in regard to eligibility or otherwise of candidate shall be final.</u>

(vi) This advertisement should not be construed as binding on the Government to make appointment;

(vii) Concessions meant for S.Cs. S.Ts. & S.E.B.Cs by Birth are admissible to the Scheduled Caste, Scheduled Tribe and Socially Backward Classes of **Odisha only.**

(viii) Candidates are required to take due care to annex the printout/hard copy of online applications, the copies of certificates and other requisite documents as stated under Para-9 of this advertisement.

(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 may be decided by the Commission be imposed on the candidate.**

(x) 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 contribution pension scheme in accordance with the Odisha Civil Services (Pension) Amendment Rules 2005.

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

(xii) Candidates must answer the papers in their own handwriting. In no circumstances, a candidate will be allowed the help of a scribe to write the answers for him/her.

(xiii) If one candidate furnishes more than one application, the Commission will consider the information / data of the latest application having higher ID Number.

9. <u>CERTIFICATES/DOCUMENTS TO BE ATTACHED</u>

Candidates who have been shortlisted after the written examination will be required to bring with them the hard copy of online application form along with copies of following relevant certificates/documents and original of the same for verification of their eligibility as per terms and conditions of the advertisement prior to the date of Viva Voce test for verification which will be notified later on in due course, failing which he/she shall not be allowed to appear at the Viva Voce test. The candidates are required to mention on each copy of documents "Submitted by me" and put their full signature and date on the same.

(i) H.S.C. or equivalent certificate in support of declaration of age issued by the   concerned Board/Council;
(ii) Intermediate/+2 Examination Certificate issued by the concerned Board/ Council;
(iii) Bachelor's Degree certificate issued by the recognized University;

(iv)   Master's Degree Certificate issued by the recognized University;

(v)   Associate Membership Certificate issued by Institute of Town Planners of India;

(vi)   Required Odia Test Pass Certificate from the competent authority wherever applicable;

(vii) Mark-lists in support of all the examinations passed (i.e. H.S.C. to Master Degree) issued by the concerned Board/Council/University;

NOTE:-(a) Candidates who have not been awarded percentage of marks, but only "GRADE MARKS", should, along with their applications, produce the conversion certificate from the concerned University indicating the actual equivalent percentage of marks and the conversion formula failing which, their applications are liable to be rejected.

(b) While filling up the relevant box of the online application form, the candidate has to mention the marks secured (excepting marks secured in the Extra optional/4th optional) in each examination passed (i.e. H.S.C. to Masters Degree).

(viii) No Objection Certificate from Head of Office/Head of the Department in case of Government servants.

(ix)   Two recent passport size photographs (unsigned & unattested) which has been Uploaded with online application form.

(x)   Certificates of character and conduct from the Principal/Proctor/Dean or Professor in charge of Teaching Department the College or University in which he/she last studied;

(xi)   Caste Certificate by birth in support of claim as S.Cs. /S.Ts. /S.E.B.Cs., wherever applicable (Please see **Note-1**).

(xiii) Required Odia Pass Certificate from the Board of Secondary Education, Odisha indicating Odia as a language subject equivalent to M.E. School Standard or a certificate from the Principal/Headmaster of the School indicating that the candidate has passed Odia in M.E. Standard; if not passed Odia as a subject in the High School Certificate Examination/ equivalent Examination.

(xiv) Discharge Certificates of Ex-Serviceman issued by the Commanding Officer of the Unit last served wherever applicable;

(xv)   Disability Certificate (indicating percentage of disability) issued by the concerned Medical Board, wherever applicable;

(xvi) If a candidate claims to possess qualification, equivalent to the prescribed qualification, the rule/authority (with number and date) under which   it is so treated, must be furnished with the printout/ Hard copy of Application Form.

NOTE 1 : Candidates claiming to be belonging to S.C./S.T./S.E.B.C. category of Odisha by birth are required to submit copy of the relevant Caste Certificate issued by the competent authority in the prescribed form. Candidates of SEBC category (other than Creamy Layer) must submit copy of Caste Certificate issued by the competent authority within the last three years from the date of advertisement by the competent authority in the prescribed form.

(i) Women candidates belonging to S.C. /S.T./S.E.B.C. Category are required to submit Caste Certificates by birth showing "daughter of ...." Caste Certificates by virtue of marriage (i.e. showing "wife of ....") is not acceptable.

(ii) O.B.C. CERTIFICATE WILL NOT BE ACCEPTED IN LIEU OF SEBC CERTIFICATE.

(iii) Community (Caste status) once mentioned by the candidates shall not be changed under any Circumstances.

The competent authorities are: - District Magistrate /Collector or Additional District Magistrate or Sub-divisional Magistrate/Sub-Collectors or Executive Magistrates or Revenue Officers, not below the rank of Tahasildar /Additional Tahasildar of Government of Odisha.

NOTE 2: Degree Certificate, Caste Certificate, Odia Test Pass Certificate, Discharge Certificate of Ex-servicemen and Identity Card of Physically Handicapped Persons must have been issued by the competent authority within the last date fixed for submission of online application form.

10. GROUNDS OF REJECTION OF APPLICATION

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

(a) Age limit of candidate not coming under Para-3 of Advertisement (Overage relaxation shall not be allowed to P.W.D. candidates with less than equal to ($\leq$) 40% permanent disability / with temporary disability).

(b) No required educational qualification as provided under Para – 4 of Advertisement.

(c) Non-payment of examination fee, (wherever applicable), as provided under Para-5 of the Advertisement.

(d) Odia Test (M.E. standard) not passed / Odia Test pass evidence not furnished as required under Para 7(ii) of the Advertisement.

(e) Submission of wrong information / false information about qualification / Age / O.T. Pass evidence / Category status (SC/ST/SEBC/PWD/Sports Persons / Ex-Serviceman/Women etc.).

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

(g) Any other ground as per the decision of the Commission.

10. HOW TO APPLY

(a) Candidates must 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://.opsconline.gov.in. Applications received through any other mode would not be accepted and summarily be rejected.

(c) Before filling up the online application form, the candidates must go through the following documents available at OPSC portal.

   i. Instruction to fill up online application form.
   ii. Guidelines for scanning and Uploading of Photograph, Full Signature & Left Hand Thumb Impression.

(d) 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.

(e) Candidates should keep at least two copies of latest passport size photograph which is uploaded to the online application form for future use.

(f) On successful submission of application form, an Unique Registration ID will be displayed on the screen as well as on the top of the application form. Candidates are required to note down the Unique Registration ID and use it in future correspondence.

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

(h) Certificate of Admission to the Written Examination / Viva Voce test to the eligible candidates will be uploaded in the Website of OPSC prior to the date of Written Examination / Viva Voce test which will be published in the Website and Newspapers. The candidates are required to download their Admission Certificate from the Website of the Commission and produce the same at the Examination Centre for admission to the Written Examination / Viva Voce test. No separate correspondence will be made on this score.

11. FACILITATION COUNTER:

For any technical guidance for filling up the online application form the candidate may contact facilitation counter of OCAC (Odisha Computer Application Centre) over toll free Telephone No.18003456770 or 155335 from 10.30A.M. to 5.00P.M. on any Odisha Government working day.

Regarding difficulty in payment of fee, if any, the candidates may contact to SBI over Telephone No.0671-2368267 & 9437039604.

In case of any guidance/information on this advertisement & recruitment, candidates may 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.-207 in any working day between 10.30 A.M. to 1.30 P.M. & 2.00 P.M. to 5.00 P.M.

The candidates are required to visit the Website of the Commission at http://opsc_online.gov.in OR http://opsc.gov.in for detailed information about important notice, rejection of application, the date and time of Interview and also keep track of publication of various notices to the effect in the leading local daily newspapers for information.

CLOSING DATES

(A)	ONLINE APPLICATION SHALL BE AVAILABLE IN THE WEBSITE FROM 20.11.2018 TO 19.12.2018 TILL 11.59 P.M.
(B)	LAST DATE OF RECEIPT OF APPLICATION FEE AT ANY BRANCH OF STATE BANK OF INDIA IS 24.12.2018.

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

CUTTACK
DATE 03.11.2018

SECRETARY
ODISHA PUBLIC SERVICE COMMISSION
CUTTACK

Syllabus for Recruitment of Assistant Town Planner

Module I : Planning Theory and Techniques

Land Use Planning, Types of Planning, Principles of Regional Planning, Regional Planning in India, Spatial Standards, Techniques of Preparing Base Maps. Physical Surveys, Plan Preparation Techniques, Advanced techniques of aerial photography, photogrammetry, photo interpretation, remote sensing, GIS etc.

Module II : Urban Sociology and Economics of Planning

Basic Concept of Society, Urban and Industrial Sociology, Neighbourhood Concept, Urban and Regional Economic principles, Macro-economic concepts, economies of scale.

Module III : Environmental Planning

Environment and Development, Environmental Risks, Urban eco-system approach, evolution and significance, Environmental Impact Assessment, Contemporary approaches/concepts e.g., Sustainable Planning, Eco Cities, Compact Cities.

Module IV : Urban Infrastructure Planning

Concepts and theories of design and operation & maintenance (O&M) of urban services and network systems – water supply, sewage disposal, drainage, solid waste management, electricity, telecom etc., Operational planning for emergency evacuation in urban areas, Cost recovery of urban service system and networks.

Module V : Housing and Community Planning

Housing Standards, Policies & Programmes, Emerging Issues and Priorities in Urban Housing, Planning and Design of Housing Areas, Housing and Finance Policies.

Module VI : Project Formulation and Implementation

Methodology of Project Identification, Formulation of Feasibility Reports and Detailed Project Reports, Project Appraisal (Technical Appraisal, Financial Appraisal, Economic Appraisal, Social Appraisal, Commercial Aspects of Appraisal, Environmental Appraisal, Institutional Appraisal, Risk and Uncertainty), Methods of Financing, Project Evaluation & Monitoring.

Module VII : Planning Legislation and Legal Framework

Fundamentals of Law, Indian Constitution, Evolution of Planning Legislation, Significance of Land Development Control, Implication of 73rd and 74th Constitutional Amendment, Environmental Protection Act, Land Acquisition Act, Model Town Planning Legislation (Building bye-laws), Regional Planning Legislation, Town and Country Planning Act, Urban Planning and Development Authorities Act, Municipal Act/ Rules, The Real Estate (Regulation & Development) Act, Apartment Ownership Act etc., Concept of Arbitration.

Module VIII : Traffic and Transportation Planning

Urbanization and Transport problems, Urban and Regional Road Designs, Surveys and Analytical Techniques, Geometric Design of Roads and Intersections, Land use &Transportation Relationships, Traffic Management, Planning and Management of Transport System, Regional Transport Systems, Transport and Environment, Economic Evaluation and Transport Policies.

Module IX : Urban Heritage and Conservation

Interface of Urban Heritage with Regional Planning, Heritage Conservation, Heritage Tourism.

Module X : Planning for Disaster Risk Mitigation and Management

Risk-Sensitive Land Use Planning, Disaster Risk Assessment & Mitigation, Disaster Safe Construction Practices, Building Codes and Guidelines/Policies, Community Based Disaster Preparedness, Disaster Education and Awareness, Post-Disaster Management.

Module XI : Planning and Management of Informal Sector

Urban Poverty, Alternative Approaches for Delivery of Basic Services to the Urban Poor, Migratory Impulses and Impact on Informal Sector, Consequences of Spontaneous Growth.

Module XII : Urban Governance

Overview of Urban Governance, Urban Local Governance, Participatory Process in Urban Governance.

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