

**ARUNACHAL PRADESH
PUBLIC SERVICE COMMISSION
ITANAGAR**

No.PSC-R(A)/05/2020

Dated Itanagar, the 11th March' 2020

ADVERTISEMENT

Online applications are invited from Arunachal Pradesh Schedule Tribe (APST) candidates for filling up of 21 (twenty one) posts of Senior Personal Assistant (Sr.PA) [(Group 'B' Non-Gazetted) Ministerial] under following Offices/Departments in the Pay Matrix Level - 6 Rs.35400 - 112400 PM plus other allowances as admissible to Arunachal Pradesh Govt. Employees from time to time. The vacancy position and reservation of post is subject to variation.

SL.NO.	NAME OF DEPARTMENT/OFFICE	NO. OF POST
1	Arunachal Pradesh Secretariat Service (General Cadre)	20 (twenty) out of which 1 (one) post is reserved for Orthopedically handicapped person.
2	Arunachal Pradesh Public Service Commission	1 (one)

1. Eligibility :-

- I. A candidate shall not be less than 21 years and not more than 32 years of age as on **11-04-2020**. However, age relaxation will be as per Government rules and regulations in force from time to time.
- II. The Candidate applying for the post must hold Bachelor's degree or equivalent from a recognized university.
- III. Speed of 100 words per minute in Stenography (English)
 - (a) Dictation :- 10 mts @ 100 WPM
 - (b) Transcription :- 50 mts (English), Skill test shall be done in computer. An average of 5 key depressions for each work.
 - (c) 5% permissible mistakes in transcription would apply in speed test.

2. Method of Examination :

The eligible candidates will have to appear in written examination in the following subjects and viva-voce to be conducted by the Arunachal Pradesh Public Service Commission, Itanagar.

(a)	General English	-	100 Marks
(b)	General Knowledge	-	100 Marks
(d)	Stenography	-	100 Marks
(e)	Viva-voce	-	<u>40 Marks</u>
Total		-	340 Marks



The candidate who secured a minimum of 33% marks or more in each written examination papers and 45% or more marks out of aggregate total marks in the written examination papers will be eligible for Viva-voce. On the other hand, it will further mean that selection for viva-voce shall be based on the aggregate total marks secured in the written examination papers and subject to ratio 1:3. The candidates securing less than 33% of marks in any of written examination paper shall not be eligible for appearing in the viva-voce.

NOTE : *The Commission will adopt Recruitment Test (Objective Type) before the Stenography speed test and written examination if it is deemed necessary to do so.*

3. Fee :- Candidates are required to pay fee of Rs. 100/- (Rupees one hundred) only through online mode.

4. How to Apply: Candidates are required to apply Online only through the website **www.appsc.gov.in**. Instructions for filling up Online application are available on the above mentioned website.

Scanned copies of following documents/information are to be attached/uploaded.

- (i) Scanned Signature of the candidate on white paper with black ink pen (20-60 kb in jpg format).
- (ii) Latest/Recent passport size photo (40 – 100 kb in jpg format).

5. The candidates declared to have qualified in written examination will have to submit Xerox copies of the following documents/information to the Commission before date of interview.

- (i) Class X Certificate issued by Board/University.
- (ii) Degree Certificates with mark sheet issued by the Assistant Registrar/Registrar/Controller of Examination/Vice-Chancellor of the concerned University to ascertain educational qualification.
- (iii) APST Certificate.
- (iv) Intimation letter to HoD / NOC in case of candidate already in Govt. service.
- (v) Disability Certificate from competent Medical Board only in case of PwD candidate.

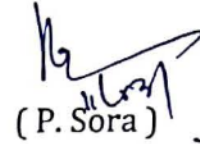
*Qualified candidates will have to produce the above mentioned Certificates/Documents and mark sheet in **ORIGINAL** at the time of interview/viva-voce.*

6. The decision of the Commission as to the eligibility or otherwise of candidate for admission to written examination or selection will be final and no correspondence or personal enquiry will be entertained.



7. Last date for submission of application:

The last date for submission of Online application is **11-04-2020** up to 4PM after which the link will be disabled.



(P. Sora)

Joint Secretary-cum-CoE

Memo No.PSC-R(A)/ 05/2020

Dated Itanagar, the 11th March' 2020.

Copy to :

1. The Secretary to Governor, Govt. of A.P., Itanagar.
2. The PPS to HCM, Arunachal Pradesh.
3. PS to Chief Secretary, Govt. of Arunachal Pradesh, Itanagar.
4. All Principal Secretaries/Commissioners/Secretaries, Govt. of Arunachal Pradesh, Itanagar.
5. The Secretary (GA), Govt. of Arunachal Pradesh, Itanagar with reference to his letter No. GA-64/2016/737 Dated 31-01-2020.
6. All Deputy Commissioners/Additional Deputy Commissioners, Govt. of Arunachal Pradesh.
7. The State Informatic Officer, NIC Itanagar for information and necessary action.
8. The Editor, **Arunachal Times**, Itanagar with a request to publish the advertisement of **8 sized font** in one issue of their paper. There should be Ashoka Emblem on the top left corner of the advertisement. The bill in triplicate with a copy of the advertisement published may be sent to the undersigned for payment.
9. The Editor, **Echo of Arunachal**, Itanagar with a request to publish the advertisement of **8 sized font** in one issue of their paper. There should be Ashoka Emblem on the top left corner of the advertisement. The bill in triplicate with a copy of the advertisement published may be sent to the undersigned for payment.
10. The Editor, **Eastern Sentinel**, Itanagar with a request to publish the advertisement of **8 sized font** in one issue of their paper. There should be Ashoka Emblem on the top left corner of the advertisement. The bill in triplicate with a copy of the advertisement published may be sent to the undersigned for payment.
11. Notice Board/Office Copy.
12. For detail information please log on to our website www.appsc.gov.in.



(P. Sora)

Joint Secretary-cum-CoE