



WEST BENGAL STAFF SELECTION COMMISSION

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

FED 14

Applications in prescribed format are invited from Indian Citizens or such other nationals as are declared eligible by the Govt. of India for recruitment to the following post under **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	Post Code	Name of the Department	No. of Posts	Scale of pay
Fire Engine Operator – Cum – Driver	195	Fire & Emergency Services	185	Pay Band - 3 (Rs. 7,100/- – 37,600/-) Grade Pay- Rs. 3,200/-

❖ Reservation of Vacancies:

Category (Sub Category)	No. of Vacancies
Unreserved	101
Scheduled Caste	41
Scheduled Tribe	11
Backward Class : A	19
Backward Class : B	13
Total	185

NOTE - I: Total vacancies as stated above is purely provisional and subject to change.

ELIGIBILITY CRITERIA / QUALIFICATIONS

- Minimum Qualification : i) Must have passed class VIIIth Standard examination from any recognised educational institution.

ii) Must have a professional heavy vehicle license with 05 (five) years' experience

and

must have the following Physical Measurements:

Height: Not less than 5 feet 2 ½ inches.

Chest: Un-inflated – Not less than 32 inches

Inflated – Not less than 34 inches.

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 THE 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.

AGE

➤ **THE AGE OF THE CANDIDATE SHALL BE NOT LESS THAN 18 YEARS AND NOT MORE THAN 32 YEARS ON THE 1st DAY OF JANUARY, 2014.**

➤ 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 and **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 as per rules calculated on the basis of the tenure of service rendered (Finance Deptt. Notification No. 6249-F dated 13 / 06 /1982).

- The claim of a candidate for relaxation of age as a Government employee should be proved by a certificate from the appointing authority showing the period of his / her continuous service under Government and the same should be produced by the successful candidates for verification before Interview, failing which candidature will be cancelled and submission of such false declaration will attract penal measures.

SCHEME OF EXAMINATION

Detailed scheme of examination will be finalized by the Commission depending on the number of applicants. If the number of applicants is less, then there will be a **Driving Test** followed by **Interview**.

If number of applicants is more, then there will be a **Written Test** for screening purpose. Only those candidates selected in the written test will be allowed to appear in the **Driving Test**. Candidates passed in the driving test will finally be allowed to appear in the **Interview**.

The detailed scheme will be announced in Commission's website in the first week of January, 2015.

PERIOD OF APPLICATION

APPLICATIONS MAY BE SUBMITTED EITHER ONLINE OR OFFLINE WITH EFFECT FROM THE DATE OF ADVERTISEMENT IN NEWSPAPER & COMMISSION'S WEBSITE www.wbssc.gov.in SO AS TO REACH THE OFFICE OF THE WEST BENGAL STAFF SELECTION COMMISSION **LATEST BY 19TH DECEMBER, 2014 (4.00 P.M.)**. NO APPLICATION SHALL BE RECEIVED AFTER THE LAST DATE AND TIME OF SUBMISSION OF APPLICATIONS.

COMMISSION WILL NOT TAKE ANY RESPONSIBILITY FOR ANY KIND OF POSTAL DELAYS / APPLICATIONS LOST IN TRANSIT. HENCE, CANDIDATES SHOULD ENSURE THAT THEIR APPLICATIONS MUST REACH COMMISSION'S OFFICE WITHIN THE LAST DATE AND TIME OF RECEIVING OF APPLICATIONS.

OFFLINE CANDIDATES MUST KEEP A PHOTOCOPY OF THE APPLICATION FORM AFTER PROPER FILLING UP AND AFFIXING THE POSTAL **₹** – PAYMENT RECEIPT FOR FUTURE REFERENCE WITH THE COMMISSION, IF ANY. NO COMMUNICATION WITHOUT THE PHOTOCOPY AS STATED SHALL BE ENTERTAINED FROM THE END OF THE COMMISSION.

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	Rs. 200/-	Rs. 20/-	Rs. 220/-
2	Scheduled Caste	Nil	Rs. 20/-	Rs. 20/-
3	Scheduled Tribe	Nil	Rs. 20/-	Rs. 20/-

- All categories of candidates except Scheduled Caste / Scheduled Tribe 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 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 Certificates issued by the competent authority at the time of verification.
- **IF ANY SHORTLISTED CANDIDATE FAILS TO SUBMIT THE DOCUMENTS AS STATED ABOVE, HIS / HER CANDIDATURE SHALL BE REJECTED SUMMARILY WITHOUT ANY FURTHER COMMUNICATION TO HIM / HER.**
- **NO EXEMPTION OF FEES IS AVAILABLE TO THE SC / ST 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.
- **APPLICATIONS NOT ACCOMPANIED WITH THE REQUISITE EXAMINATION AND / OR PROCESSING FEES SHALL BE REJECTED STRAIGHTWAY, WITHOUT MAKING ANY COMMUNICATION WITH THE CONCERNED CANDIDATE IN THIS REGARD.**

MODES OF SUBMISSION OF APPLICATIONS

West Bengal Staff Selection Commission extends the following facilities to the candidates for submission of 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 including scanned photograph and signature.

Payment of Examination fees and 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.

ONLINE APPLICANTS ARE REQUIRED TO UPLOAD SCANNED COPY OF THEIR RECENT PASSPORT SIZE PHOTOGRAPH AND FULL SIGNATURE.

On successful submission of the application an auto generated receipt with **Registration Number** will be generated. CANDIDATES ARE ADVISED TO NOTE IT DOWN AND MENTION THE REGISTRATION NUMBER FOR ALL FUTURE COMMUNICATIONS, IF ANY, WITH THE COMMISSION.

CANDIDATES MAY ALSO "SAVE" / "PRINT" A COPY OF THEIR APPLICATIONS AFTER SUCCESSFUL SUBMISSION ONLINE, FOR THEIR READY REFERENCE.

B) ONLINE 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 shall pay **Rs. 240/-** only [Examination fees - **Rs. 200/-** , Processing fees - **Rs. 20/-** and Service Charge - **Rs. 20/-**] to the authorized staff of the Tahthy Mitra Kendra, while
 - ✓ Candidates belonging to the Scheduled Caste/ Scheduled Tribe shall pay **Rs. 40/-** only [Processing fees - **Rs. 20/-** and Service Charge - **Rs. 20/-**] to the authorized staff of the Tahthy 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.

C) OFFLINE SUBMISSION-

- **THE OFFLINE APPLICATION FORM MUST BE DOWNLOADED FROM THE COMMISSION'S WEBSITE www.wbssc.gov.in ONLY.** TATHYA MITRA KENDRAS have been authorized by the Commission to sell these forms at a price of **Rs. 6/-** per form by directly downloading it from the Commission's website in front of the applicant and printing thereafter. Candidates may download the form on his own or otherwise also and take print out strictly following the specifications.
- **THE OFFLINE APPLICATION FORM AS DOWNLOADED MUST BE PRINTED ON BOTH SIDE OF A 75 GSM A4 SIZE WHITE PAPER.** ANY FORM WHICH IS NOT PRINTED ON THE PAPER SIZE AND TYPE AND MANNER AS SPECIFIED ABOVE SHALL BE REJECTED STRAIGHTWAY BY THE COMMISSION.
- DURING DOWNLOADING OF EACH APPLICATION FORM, A UNIQUE NUMBER WITH BAR CODE WILL APPEAR IN THE FORM. NO FORM WITHOUT THE UNIQUE NUMBER AND BAR CODE SHALL BE ACCEPTED BY THE COMMISSION.

- APPLICANTS SHALL NOT USE XEROX / TYPED / HAND WRITTEN / PRINTED / SCANNED COPY OF THE FORM. SUCH APPLICATIONS WILL BE REJECTED SUMMARILY.
- APPLICANTS MUST TAKE CARE THAT THE FORM IS DOWNLOADED AND PRINTED IN FRONT OF THEM FROM COMMISSION'S WEBSITE, AS EACH FORM CARRIES A UNIQUE NUMBER AND BAR CODE. IF IT IS NOT ENSURED, FORM CARRYING SAME NUMBER AND BAR CODE MAY BE USED BY DIFFERENT APPLICANTS WHICH MAY ULTIMATELY LEAD TO COMPLICATIONS OF SAME REGISTRATION NUMBER FOR DIFFERENT CANDIDATES, WHICH MAY ULTIMATELY LEAD TO CANCELLATION OF CANDIDATURE.
- HENCE, CANDIDATES SHOULD NOT PURCHASE THE FORM FROM ANY STREET VENDORS, ETC, WHO SELL PRINTED FORMS FOR VARIOUS RECRUITMENTS BY COPYING PRESCRIBED FORMS.
- THE COMMISSION SHALL NOT BE HELD RESPONSIBLE FOR CANCELLING ANY FORM DUE TO USE OF FORM WITH SAME NUMBER AND BAR CODE. CANDIDATURE OF ALL SUCH CANDIDATES USING FORM HAVING SAME NUMBER AND BAR CODE SHALL BE REJECTED STRAIGHTWAY DURING PRELIMINARY SCRUTINY.
- IN CASE OF SUBMISSION OF APPLICATIONS OFFLINE, THE AMOUNT OF EXAMINATION FEES AND / OR PROCESSING FEES MUST BE DEPOSITED IN ANY OF THE POST OFFICES HAVING e-PAYMENT FACILITY. THE FACILITY WILL BE AVAILABLE IN MORE THAN 700 POST OFFICES OF WEST BENGAL (LIST OF POST OFFICES IS AVAILABLE IN COMMISSION'S WEBSITE www.wbssc.gov.in).
- THE CONCERNED POST OFFICE WILL GIVE A RECEIPT AGAINST DEPOSIT OF EXAMINATION FEES AND / OR PROCESSING FEES, WHICH MUST BE PASTED AT THE SPACE PROVIDED FOR AFFIXING THE RECEIPT IN THE APPLICATION FORM (PAGE 2).
- The Candidates will have to pay a sum of **Rs. 6/-** as Service Charge to the Postal Department against each such e- payment of either **Rs. 220/-** or **Rs. 20/-**, whichever is applicable.
- AFTER AFFIXING THE ORIGINAL POSTAL e - PAYMENT RECEIPT THE CANDIDATE MUST PUT HIS / HER FULL SIGNATURE THEREON.
- OFFLINE APPLICATIONS WITH ORIGINAL e - PAYMENT RECEIPTS OF REQUISITE AMOUNT PASTED ON PAGE 2 OF THE SAID FORM WILL ONLY BE ACCEPTED BY THE COMMISSION FOR FURTHER PROCESSING.

- **NO OTHER INSTRUMENTS LIKE POSTAL ORDER / MONEY ORDER / CHEQUE / BANK DRAFT / CASH ETC. SHALL BE ACCEPTED AS AN INSTRUMENT FOR DEPOSITING EXAMINATION AND / OR PROCESSING FEES. APPLICATIONS ACCOMPANYING THE SAID INSTRUMENTS SHALL BE REJECTED SUMMARILY AND THE AMOUNT SHALL BE FORFEITED AND DEPOSITED TO THE APPROPRIATE GOVERNMENT HEAD OF ACCOUNT.**

- The filled up application form may be sent **only by Post** addressed to the “**SECRETARY-CUM-CONTROLLER OF EXAMINATIONS, WEST BENGAL STAFF SELECTION COMMISSION, Mayukh Bhaban, Salt Lake, Kolkata - 700091**” superscribing on the envelop the **NAME OF THE RECRUITMENT** and the **NAME OF THE POST** applied for. The same should reach this office positively within the last date and time of submission of application.

- **THERE WILL BE NO PROVISION FOR SUBMISSION OF APPLICATION FORMS DIRECTLY BY HAND IN THE OFFICE OF THE COMMISSION.**

- **Applications must reach the office of the commission by post on or before the closing date and time of receiving of applications. APPLICATIONS RECEIVED AFTER THE CLOSING DATE AND TIME SHALL BE REJECTED SUMMARILY.**

- **Completed OFFLINE APPLICATIONS must be submitted with –**
 - (i) **ORIGINAL e-PAYMENT RECEIPT** OF THE POSTAL DEPARTMENT AGAINST DEPOSIT OF EXAMINATION FEES AND / OR PROCESSING FEES, WHICH MUST BE PASTED ON THE BODY OF THE APPLICATION FORM, IN THE SPACE PROVIDED FOR THE PURPOSE AND CANDIDATE MUST PUT HIS FULL SIGNATURE ON IT.

 - (ii) **A COPY OF THE RECENT PASSPORT SIZE PHOTOGRAPH** SHALL BE PASTED ON THE APPLICATION FORM, IN THE SPACE PROVIDED FOR THE PURPOSE. CANDIDATE SHOULD PUT HIS FULL SIGNATURE (IN RUNNING HANDWRITING) BELOW THE PHOTOGRAPH IN THE DESIGNATED BOX.

- **CANDIDATES SHALL NOT SUBMIT ANY DOCUMENTS ALONG WITH APPLICATION. ONLY SHORTLISTED CANDIDATES SHALL HAVE TO PRODUCE ALL RELEVANT SUPPORTING DOCUMENTS, IN ORIGINAL, FOR VERIFICATION BEFORE THEIR PERSONALITY TEST.**

IMPORTANT NOTES

RESERVATION

- The benefits of reservation of vacancies and age relaxation for SC, ST, BC- A & BC- B candidates are admissible only to SC, ST , BC-A & BC- B candidates of West Bengal only.
- Before Interview, shortlisted candidates belonging to the SC/ ST/ BC- A/ BC- B category will be directed to furnish original certificate issued by a Competent Authority 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**, for verification of testimonials in support of their claim.
- **SC / ST / BC- A / BC- B CANDIDATES OF OTHER STATES WILL BE TREATED AS GENERAL CANDIDATES.**
- The ex-servicemen candidates, if shortlisted, have to produce relevant documents regarding service rendered by them, in original, in support of their claim for age relaxation at the time of verification.
- **NO CLAIM FOR BEING A MEMBER OF SC/ ST/ BC-A/ BC-B SHALL BE ENTERTAINED AT ANY TIME AFTER SUBMISSION OF THE APPLICATION.**
- **PARTICULARS AND CERTIFICATES REQUIRED:** A candidate claiming to be SC/ ST/ BC-A/ BC-B must have a certificate in support of his / her claim from a Competent Authority as specified below :-
 - ✓ For **SC/ ST/ BC-A/ BC-B candidates** [vide the W.B.S.Cs & S.Ts (Identification) Act, 1994 and S.Cs & T.W Department order no. 261-TW/EC/MR-103/94 dated 06.04.95]:-
 - (i) In the District, the Sub-Divisional Officer of the Sub-Division concerned, and
 - (ii) In Kolkata, the District Magistrate, South 24 Parganas or such Additional District Magistrate, South 24 Parganas, as may be authorized by the District Magistrate, South 24 Parganas, on his behalf.

GENERAL CONDITIONS FIXED BY THE COMMISSION

- ✓ DEFECTIVE/ INCOMPLETE APPLICATIONS WILL BE SUMMARILY REJECTED.
- ✓ XEROX/ TYPED/ PRINTED/ SCANNED COPY OF THE DOWNLOADED FORM WILL ALSO BE REJECTED SUMMARILY.

- ✓ THE OFFLINE APPLICATION FORMS DOWNLOADED FROM THE COMMISSION'S WEBSITE www.wbssc.gov.in EITHER BY THE CANDIDATE OR BY THE AUTHORISED STAFF OF SAHAJ TATHYA MITRA KENDRAS, BEARING A UNIQUE NUMBER AND BAR CODE AND PRINTED ON BOTH SIDE OF A 75 GSM A4 SIZE PAPER ONLY SHALL BE ACCEPTED, OTHERWISE THE APPLICATION WILL BE REJECTED SUMMARILY.
- ✓ ADMISSION TO THE EXAMINATION WILL BE PURELY PROVISIONAL SUBJECT TO VERIFICATION OF ELIGIBILITY AT A LATER STAGE. THEREFORE, CANDIDATURE OF ANY CANDIDATE SHALL BE REJECTED STRAIGHTWAY IF FOUND NOT ELIGIBLE AT ANY STAGE, EVEN AFTER APPEARANCE IN THE EXAMINATION.
- ✓ CANDIDATES MUST BRING THEIR PHOTO IDENTITY CARD RECOGNIZED BY THE GOVT. IN ORDER TO GET ENTRANCE INTO THE EXAMINATION VENUE TO PROVE THEIR IDENTITY. ANY DEVIATION IN THIS REGARD SHALL STRAIGHTWAY LEAD TO NON ADMISSION OF HIM / HER INTO THE EXAMINATION VENUE AND REJECTION OF CANDIDATURE WITHOUT GIVING HIM / HER OPPORTUNITY OF BEING HEARD. THE PHOTO IDENTITY CARDS TO BE ACCEPTED BY THE COMMISSION FOR THE SAID PURPOSE ARE AS FOLLOWS:-
 - ELECTOR'S PHOTO IDENTITY CARD (EPIC)
 - PASSPORT
 - UID (AADHAR CARD)
 - ADMIT CARD / CERTIFICATE OF MADHYAMIK OR EQUIVALENT WITH PHOTOGRAPH
 - PAN CARD
 - DRIVING LICENSE
 - BANK PASS BOOK CONTAINING PHOTOGRAPH OF THE CANDIDATE
 - ANY OTHER PHOTO IDENTITY CARD ISSUED BY THE COMPETENT GOVT. AUTHORITY.
- ✓ ONLY SHORTLISTED CANDIDATES WILL BE ASKED TO PRODUCE ALL RELEVANT ORIGINAL CERTIFICATES ALONG WITH THE SELF-ATTESTED PHOTOCOPIES FOR VERIFICATION, FAILING WHICH THEIR CANDIDATURE SHALL BE REJECTED WITHOUT ANY FURTHER COMMUNICATION.
- ✓ CANDIDATES MUST ABIDE BY THE INSTRUCTIONS AS MAY BE GIVEN BY THE VENUE SUPERVISOR / INVIGILATOR OF THE EXAMINATION VENUE. IF THE CANDIDATE FAILS TO DO SO OR INDULGES IN DISORDERLY OR IMPROPER CONDUCT, HE / SHE WILL RENDER HIMSELF / HERSELF LIABLE FOR EXPULSION FROM THE EXAMINATION HALL AND / OR SUCH OTHER PUNISHMENT AS THE COMMISSION MAY DEEM FIT TO IMPOSE.

- ✓ A CANDIDATE WHO HAS BEEN REPORTED AGAINST BY THE VENUE SUPERVISOR OF THE EXAMINATION VENUE FOR VIOLATING ANY OF THE INSTRUCTIONS OR FOR HAVING ADOPTED UNFAIR MEANS AT THE EXAMINATION HALL WILL BE PUNISHED WITH CANCELLATION OF CANDIDATURE AND ALSO BE DEBARRED FROM APPEARING AT FUTURE EXAMINATIONS / SELECTIONS AS MAY BE DECIDED BY THE COMMISSION DEPENDING ON THE CIRCUMSTANCES / GRAVITY OF THE CASE.

- ✓ USE OF MOBILE PHONES, CALCULATORS AND ANY KIND OF ELECTRONIC GADGETS INSIDE THE EXAMINATION HALL WILL LEAD TO CANCELLATION OF CANDIDATURE WITHOUT GIVING AN OPPORTUNITY OF BEING HEARD.

- ✓ CANVASING IN ANY FORM WILL DISQUALIFY THE CANDIDATE IMMEDIATELY.

Sd/-
Secretary cum Controller of Examinations
West Bengal Staff Selection Commission