



SIKKIM PUBLIC SERVICE COMMISSION
OLD TOURISM COMPLEX, M.G. MARG, GANGTOK, SIKKIM - 737101
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Website: www.spsc.sikkim.gov.in

Advertisement No.: 08 /SPSC/EXAM/2022

Dated: 06/08/2022

Applications are invited from eligible local candidates for filling up 100 (Hundred) posts of Lower Division Clerk on temporary-regular basis in Level- 7 of the Pay Matrix under Sikkim Sub-Ordinate(Ministerial & Executive) Service , through Direct Recruitment. All applications are to be made online at the Commission's website www.spsc.sikkim.gov.in

However, during the period of Probation/Apprenticeship/Training, pay shall be governed by Notification No. 489/GEN/DOP dated: 31.10.2011.

1. DISTRIBUTION OF VACANCIES:

Sl. No.	Category of Post	No. of posts
1.	Unreserved	11
2.	Bhutia- Lepcha	11
3.	Bhutia- Lepcha (Women)	08
4.	Bhutia- Lepcha (BPL)	01
5.	OBC-Central List	11
6.	OBC - Central List (Women)	08
7.	OBC-Central List (BPL)	01
8.	OBC -State List	11
9.	OBC -State List (Women)	08
10.	OBC -State List (BPL)	01
11.	Schedule Tribe	08
12.	Schedule Tribe (Women)	04
13.	Schedule Tribe (BPL)	01
14.	Schedule Caste	03
15.	Schedule Caste (Women)	02
16.	Schedule Caste (BPL)	01
17.	Primitive Tribe	03
18.	Primitive Tribe (Women)	02
19.	MBC-State List	02
20.	MBC-State List (Women)	01
21.	Weaker Section of Society	02
TOTAL :		100 (One Hundred)posts

Note 1: If sufficient numbers of eligible women candidates are not available to the extent of 33% , the unfilled vacancies shall be filled up by male candidates belonging to the same reserved category as per Notification No M (14) /136/GEN/DOP Dated 26.11.2018.

RESERVATION FOR PERSONS WITH BENCHMARK DISABILITIES (PWDs),SPORTS PERSON AND ARTSIANS OF EXCELLENCE (SPA), EX- SERVICEMEN (ESM) AND PARAMILITARY FORCES & ASSAM RIFLES (PFAR)

Persons with benchmark disabilities	Sports Person And Artisans Of Excellence	Ex-Servicemen	Paramilitary Forces And Assam Rifles
Blindness and low vision - 01	(BL) - 01 post	(BL) - 01	(BL) - 01
Deaf & Hard of Hearing - 01	OBC (CL) - 01 post	OBC - (CL) - 01	OBC (CL) - 01
Locomotor Disability - 01	OBC (SL) - 01 post	OBC - (SL) - 01	
Autism, Intellectual Disability - 01	ST - 01 post		
(Candidates selected under the above reservation shall be adjusted against their respective categories.)	GEN - 01 post		

Note 2: There will be no carrying forward of roster points reserved for SPA, ESM and PFAR. If sufficient number of eligible ESM, SPA&PFAR candidates are not available even after interexchange among BL/ST/OBC (CL)/OBC (SL)/SC/PT/MBC (SL/WSS, the unfilled vacancies shall be filled up by candidates belonging to the same reserved category as per the Notification No. M(14)/136/GEN/DOP dated: 26.11.2018.

2. IMPORTANT DATES:

Last date for Submission of Applications:	4/09/2022
Date on which Rejection List would be uploaded:	14/09/2022
Dates for submission of grievances against rejection:	19/09/2022 - 30/09/2022

3. ELIGIBILITY CONDITIONS:

(A) Minimum Educational Qualification:

Class XII passed from a recognized Board with at least 03 (three) months basic course in Computer Application and having minimum typing speed of not less than 15 (fifteen) words per minute..

(B) Other Qualifications:

(a)	Must be able to read, write and speak in one of the State languages.
(b)	Must be conversant with local customs and traditions of Sikkim.

(C) Age Limit:

Should have attained the age of 18 years, but should not have exceeded 40 years as on 30/06/2022, in terms of Notification No: M(3)/(55)/GEN/DOP/Pt.III dated: 03/07/2019.

(D) Required Documents:

(a)	Candidate must be in possession of either Sikkim Subject Certificate or Certificate of Identification issued by the competent authority under relevant orders of the State Government.		
(b)	Category Certificate issued by the competent authority of the Government of Sikkim.	(c)	Should have Valid Local Employment Card issued by the appropriate authority of the Government of Sikkim.
(d)	No Objection Certificate from the Head of Department in case of employed candidate.	(e)	Marital Status certificate (for female candidate). In case of married women candidate, COI/SSC of Husband should be enclosed.

4. **SCHEME OF EXAMINATION:** Candidates are advised to refer to **APPENDIX - I** for Detailed Scheme and pattern for the Written Examinations. The syllabus can be downloaded from the Sikkim Public Service Commission website.
5. Candidate should go through the advertisement and read the instructions provided on the website carefully before applying online. Applications received through any other mode shall not be accepted and shall be summarily rejected.
6. The candidates are advised to apply online from our website <http://spsc.sikkim.gov.in/> on or before the stipulated date and time. Application submitted thereafter will not be accepted and SPSC shall not be responsible for the same.
7. Rejection list of candidates who do not qualify for the post as per the advertised criteria will be uploaded in the SPSC website on the stipulated date and if any of the rejected candidates have reservation on rejection of application, they should submit their grievances along with justification to the office of the Controller, SPSC within the stipulated period.
8. Application fee amounting to Rs 200/- only may be paid online through Net Banking or credit and debit card, (Visa/MasterCard). The amount once deposited shall not be refunded or adjusted against any other purpose.
9. E-Admit Cards can be downloaded and printed by the eligible candidates after a Notice for the same is published by the Commission in the official website of the Commission.
10. Candidates are directed to bring a Photo Identity proof like (Aadhaar Card, Voters Card, Driving License) along with valid e-Admit cards in the examination centre for proof of identity.

11. Those candidates who qualify in the written examination will be called for the scrutiny of documents. Short listed candidates are required to submit attested Photocopies of all relevant documents on the dates specified by the Commission.
12. No TA/DA is admissible for attending the examination.
13. Admission to all the stages of examination for which candidates are admitted by the Commission viz. Written Examination shall be purely provisional and subject to satisfying the prescribed eligibility conditions. If, on verification at any stage of the examination process, it is found that candidates do not fulfil any of the eligibility conditions, their candidature for the post shall be cancelled by the Commission without notice.
14. The Commission shall entertain application on review or RTI/Correspondence only after the entire process of recruitment is complete.
15. Any further instructions/Corrigendum/Addendum shall be uploaded only on Sikkim Public Service Commission website.


Sd/-
Secretary
Sikkim Public Service Commission

Memo No. 25/SPSC/34(1)NG(D) 2016.

Dated: 06/08/2022.

Copy forwarded for information to:

1. The Director, IPR Department, Government of Sikkim for publication & information.
2. The Secretary, DOP, Government of Sikkim.
3. Notice Board for general information and
4. File


Controller of Examinations
Sikkim Public Service Commission.