



**DIGITAL SHIKSHA AND ROJGAR VIKAS SANSTHAN**

Advertisement Notification No.: 14R75-2104350870

Date: 20/09/2019

**Recruitment to the post of Lab Assistant**

**Candidate must register on Govt of India (National Career Service Portal ncs.gov.in)**

IMPORTANT DATES	
Date and Time of opening of Online Application	22.09.2019
Date & Time of Closing of Online Application	21.10.2019
Expected Date of G.D. / General Exam	Jan-Feb 2020
Expected Date of Display of Merit/Result	March 2020

Candidates can apply through [www.dsrvs.com](http://www.dsrvs.com) OR Govt of India NCS Portal [www.ncs.gov.in](http://www.ncs.gov.in)

**NCS Portal Link-** [https://www.ncs.gov.in/job-](https://www.ncs.gov.in/job-seeker/Pages/ViewJobDetails.aspx?A=w1BcJXzB%2BW4%3D&U=&JSID=bPltlagxapo%3D&Rowid=bPltlagxapo%3D)

[seeker/Pages/ViewJobDetails.aspx?A=w1BcJXzB%2BW4%3D&U=&JSID=bPltlagxapo%3D&Rowid=bPltlagxapo%3D](https://www.ncs.gov.in/job-seeker/Pages/ViewJobDetails.aspx?A=w1BcJXzB%2BW4%3D&U=&JSID=bPltlagxapo%3D&Rowid=bPltlagxapo%3D)

Applications in prescribed format are invited from Indian citizen as defined in Part 2<sup>nd</sup> of the constitution of India for recruitment to the post of Lab Assistant at dsrvs. Willing candidates shall be required to apply online in the website <https://www.dsrvs.com> OR <https://www.ncs.gov.in/> on. The relevant particulars like names of the post, qualifications, age limit, salary, and anticipated vacancy position etc. under each category of the posts are stated in the following paragraphs. A candidate must go through the instruction thoroughly and read carefully before submitting online application. Any omission/suppression of information shall lead to rejection of application or candidature at any stage of the process without further intimation. The conditions so prescribed shall not be relaxed. Selection will be made through an open merit list to be conducted by the central selection committee, dsrvs.

**CANDIDATES TO ENSURE THEIR ELIGIBILITY FOR THE EXAMINATION:**

The candidates applying for the examination should ensure that they fulfill all the eligibility conditions for admission to the Examination. Their admission at all the stages of the examination will be purely provisional subject to satisfying the prescribed eligibility conditions. Mere issue of Admission Certificate to the candidate will not imply that his candidature has been finally cleared by the Institute.

Sl.No. of the post	Name of the post	Eligibility Criteria		Anticipated Vacancies	Salary
		Essential	Age		
1	2	3	4	5	6
1	Lab Assistant NCS Job ID (14R75-2104350870)	a) Must have passed a 10+2 With Science Stream from any recognized Board/University	Age as on 20/09/2019 18-35 Years	326*	DSRVS.CPC – PB 2800 (5200-20200)

\*Reservation of vacant posts will be available on the website, Vacancies can be decreased or increased

**Requirement before filling online Application Form:**

- ❖ The candidate must have an active email ID and Mobile number which must be valid for at least 1 year as all future communications with candidates will take place through email. **Candidates are advised to all future communications shall be display only Official website.**
- ❖ The candidate must ascertain the correctness of all information before filling in the "Online Application Form" and its final submission. The candidate shall be wholly / exclusively responsible for the information provided in his / her online application form. Cut-off date: The candidate must possess the prescribed qualification, age as on 20.09.2019

**Note:**

- ❖ Total vacancies as stated above is purely provisional and subject to revision.
- ❖ Conditions of recruitment will be guided by the provisions of the dsrvs rules 2017 and subsequent amendment thereof.
- ❖ Qualification as stated in the Table A & B above 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 candidates has acquired

qualifications as stated above at any date after the date of publication of this advertisement, his/her candidature shall be summarily rejected.

- ❖ The applicant must be resident of india.
- ❖ The post of lab assistant carries a consolidated remuneration of dsrvs rules.
- ❖ Candidates follow as our website for any information

#### **CENTRES OF EXAMINATION:**

- ❖ The Examination will be held at the following Centers : TONK, AGARTALA, AHMEDABAD, AIZAWL, ALLAHABAD, BENGALURU, BAREILLY, BHOPAL, CHANDIGARH, CHENNAI, CUTTACK, DEHRADUN, DELHI, DHARWAD, DISPUR, GANGTOK, HYDERABAD, IMPHAL, ITANAGAR, JAIPUR, JAMMU, JORHAT, KOCHI, KOHIMA, KOLKATA, LUCKNOW, MADURAI, MUMBAI, NAGPUR, PANAJI (GOA), PATNA, PORT BLAIR, RAIPUR, RANCHI, SAMBALPUR, SHILLONG, SHIMLA, SRINAGAR, THIRUVANANTHAPURAM, TIRUPATI, UDAIPUR AND VISAKHAPATNAM. Applicants should note that there will be a ceiling on the number of candidates allotted to each of the centres except Chennai, Delhi, Dispur, Kolkata and Nagpur. Allotment of Centres will be on the first-apply-first-allot basis and once the capacity of a particular centre is attained, the same will be frozen. Applicants, who cannot get a centre of their choice due to ceiling, will be required to choose a Centre from the remaining ones. Applicants are, thus, advised that they may apply early so that they could get a Centre of their choice.
- ❖ NB : "Notwithstanding the aforesaid provision, we reserve the right to change the Centres at their discretion if the situation demands." Candidates admitted to the examination will be informed of the time table and place or places of examination. Candidates should note that no request for change of centre will be granted.
- ❖ NOTE : While filling in his/her online Application form, the candidates should carefully decide about his/her choice for the centre for the examination.

#### **APPLICATION FEE AND MODE OF PAYMENT:**

- ❖ Fee Payable: Rs. 600/- For General/OBC Candidates, Rs. 450/- For SC/ST Candidates.
- ❖ Fee can be paid through Online Payment.
- ❖ Online Payment Mode(Credit card, Debit Card, Net Banking, Wallet, UPI, NEFT/Bank Transfer),
- ❖ Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection.
- ❖ For the applicants in whose case payments details have not been received from the bank, they will be treated as fictitious payment cases and their applications will be rejected in the first instance. A list of all such applicants shall be made available on the Institute website within two weeks after the last day of submission of online application. The applicants shall be required to submit the proof of their fee payment within 10 days from the date of such communication either by hand or by speed post to the Institute. On receipt of documentary proof, genuine fee payment cases will be considered and their applications will be revived, if they are otherwise eligible.

#### **Scheme of Examination:**

- ❖ The scheme and syllabus for the post of Lab Assistant will be made available on the website of the Department.

Note-II: The dates of Examination are subject to change and in such event, the new dates will be notified through official's website and the Admit Cards for the examination will be available to be downloaded accordingly.

Document Verification (DV): All the candidates qualified for Document Verification are required to come for Document Verification. Those who fail to do so will not be considered for any post at the time of final selection. Candidates will have to submit copies of various documents like Matriculation Certificate, educational qualification, caste certificate, relevant document, if any relaxation is taken, etc. Candidates will be required to produce all documents in original for verification at the time of document verification. Information about the required documents will be provided while calling candidates for DV. Detailed options for posts will be taken either online or at the time of document verification.

#### **How to Apply :** Steps to be followed for filling the ONLINE Application

1. Go to official recruitment link - <https://www.dsrvs.com/recruit/> or <https://www.dsrvs.com>
2. Click on the "Advertisement" Link Online Application
3. Click on The Post Name
4. Information For Candidates (Click Online Apply)
5. Online Application – Fill the required details With Photo and Signature of Candidate
6. Submit Application

7. Pay Online Application Fees
8. On completion candidate can take print of application form

**Mode of selection:**

- ❖ The cut off marks in exam, for eligibility to selection will be as under:
  - General – 40%
  - Reserved Category – 35 %

**General Instructions:**

- ❖ Candidates are advised to carefully read the full advertisement for details of educational qualification and other eligibility criteria before submission of online application.
- ❖ If the application is not submitted in line with the eligibility criteria, terms & conditions, then the application is liable for rejection.
- ❖ The last date for submission of on-line application is 21.10.2019. Candidates are requested to apply well in advance before the closing date.
- ❖ Candidates are advised to periodically visit our above website as all future correspondence and latest information shall be made available only on our website.
- ❖ All appointments will initially be made on a temporary basis in probation period.
- ❖ Any corrigendum/addendum etc. or updates with regard to this advertisement shall be made available on our website.
- ❖ The candidature of the applicant would be provisional and subject to subsequent verification of certificates and testimonials. In case, it is detected at any stage of engagement or thereafter, that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect / doctored / false information / certificate / documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement if any, his/her engagement is liable to be terminated.
- ❖ The decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/insufficient number of candidates.
- ❖ Applications/Registrations which are incomplete or are received in any other mode/form, or not fulfilling the eligibility criteria and/or those received after the last date of submission of on-line applications shall not be considered "Eligible" and they shall be treated as "Rejected". Canvassing of any kind shall disqualify the candidate.
  - ❖ Reservation for SC/ST/OBC/PwBD shall be as per Government guidelines.
  - ❖ For claiming the benefit of OBC category, the candidate should submit a proper Caste Certificate as per the proforma prescribed by the Government of India (copy available on our website [www.dsrvs.com](http://www.dsrvs.com)), which would, among others, specifically mention that the candidate does not belong to the persons/sections (Creamy Layer) as mentioned in column 3 of the Schedule to OM No.36012/22/93-Estt.(SCT) dated 08-09-1993 of the Department of Personnel and Training in the Govt. of India.
  - ❖ Furnishing false / incorrect information or suppression of material fact(s), if detected at any stage even after engagement, shall invite termination of the training without any notice.

Note: (if any change takes place in the eligibility criteria, syllabus for examination, vacancy position or any others issue directly related with this notifications will be brought to the notice of candidates in manner as decided by the dsrvs)

The decision of the Institute 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 centres, selection and allotment of posts/ organizations to selected candidates will be final and binding on the candidates and no enquiry/ correspondence will be entertained in this regard.

If any of their claims is found to be incorrect/false/fraud/fabricated they may render themselves liable to disciplinary action by the Institute in terms of the following provisions:

A candidate who is or has been declared by the Institute to be guilty of :

- ❖ obtaining support for his/her candidature by any means, or
- ❖ impersonating, or
- ❖ procuring impersonation by any person, or
- ❖ submitting fabricated documents or documents which have been tampered with, or

- ❖ making statements which are incorrect or false or suppressing material information, or
- ❖ resorting to any other irregular or improper means in connection with his/her candidature for the examination, or
- ❖ using unfair means during the examination, or
- ❖ writing irrelevant matter, including obscene languages or pornographic matter, in the script(s), or
- ❖ misbehaving in any other manner in the examination hall, or
- ❖ harassing or doing bodily harm to the staff employed by the Institute for the conduct of their examination, or
- ❖ being in possession of or using mobile phone, pager or any electronic equipment or device or any other equipment capable of being used as a communication device during the examination, or
- ❖ violating any of the instructions issued to candidates along with their Admission Certificates permitting them to take the examination, or
- ❖ Any dispute in regard to this recruitment will be subject to courts/ tribunals having tonk jurisdiction.
- ❖ attempting to commit or as the case may be abetting the Institute of all or any of the acts specified in the foregoing clauses, may in addition to rendering himself/herself liable to criminal prosecution be liable:
  - to be disqualified by the Institute from the examination for which he/she is a candidate and/or
  - to be debarred either permanently or for a specified period :
- ❖ by the Institute from any examination or selection held by them;
- ❖ by the Central Government from any employment under them; and
  - if he/she is already in service under Government to disciplinary action under the appropriate rules.

#### Special Instructions to Candidates for objective type tests

1. Articles permitted inside Examination Hall Clip board or hard board (on which nothing is written) a good quality Black Ball Pen for marking responses on the Answer Sheet. Answer Sheet and sheet for rough work will be supplied by the invigilator.

#### 2. Articles not permitted inside Examination Hall

Do not bring into the Examination Hall any article other than those specified above e.g. books, notes, loose sheets, electronic or any other type of calculators, mathematical and drawing instruments, Log Tables, stencils of maps, slide rules, Test Booklets and rough sheets pertaining to earlier session(s) etc.

Mobiles, phones, Bluetooth, pagers or any other communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail disciplinary action including ban from future examinations. Candidates are advised in their own interest not to bring any of the banned items including mobile phones/Bluetooth/pagers to the venue of the examination, as arrangements for safekeeping cannot be assured.

Candidates are advised not to bring any valuable/costly items to the Examination Halls, as safe keeping of the same cannot be assured. Institute will not be responsible for any loss in this regard.

#### 3. Penalty for wrong Answers

There will be penalty (negative marking) for wrong answers marked by a candidate in the objective type question papers.

(i) There are four alternatives for the answer to every question. For each question for which a wrong answer has been given by the candidate. One third (0.33) of the marks assigned to that question will be deducted as penalty.

(ii) If a candidate given more than one answer, it will be treated as a wrong answer even if one of the given answers happens to be correct and there will be same penalty as above for that question.

(iii) If a question is left blank i.e. no answer is given by the candidate, there will be no penalty for that question.

#### 4. Unfair means strictly prohibited

No candidate shall copy from the papers of any other candidate nor permit his papers to be copied nor give nor attempt to give nor obtain nor attempt to obtain irregular assistance of any description.

#### 5. Conduct in Examination Hall

No candidate should misbehave in any manner or create disorderly scene in the Examination Hall or harass the staff employed by the Institute for the conduct of the examination. Any such misconduct will be severely penalized.

#### 6. Answer Sheet particulars

(i) Write with Black ball pen your Centre and subject followed by test booklet series (in bracket), subject code and roll number at the appropriate space provided on the answer sheet at the top. Also encode your booklet series (A, B, C, or D as the case may be), subject code and roll number in the circles provided for the purpose in the answer sheet. The guidelines for writing the above particulars and for encoding the above particulars are given in Annexure. In case the booklet series is not printed on the test booklet or answer sheet is un-numbered, please report immediately to the invigilator and get the test booklet/answer sheet replaced.

(ii) Candidates should note that any omission/mistakes/discrepancy in encoding/filling of details in the OMR answer sheet, especially with regard to Roll Number and Test Booklet Series Code, will render the answer sheet liable for rejection.

(iii) Immediately after commencement of the examination please check that the test booklet supplied to you does not have any unprinted or torn or missing pages or items etc., if so, get it replaced by a complete test booklet of the same series and subject.

7. Do not write your name or anything other than the specific items of information asked for, on the answer sheet/test booklet/sheet for rough work.

8. Do not fold or mutilate or damage or put any extraneous marking in the Answer Sheet. Do not write anything on the reverse of the answer sheet.

9. Since the answer sheets will be evaluated on computerized machines, candidates should exercise due care in handling and filling up the answer sheets. They should use black ball pen only to darken the circles. For writing in boxes, they should use black ball pen. Since the entries made by the candidates by darkening the circles will be taken into account while evaluating the answer sheets on computerized machines, they should make these entries very carefully and accurately.

#### 10. Method of marking answers

In the 'OBJECTIVE TYPE' of examination, you do not write the answers. For each question (hereinafter referred to as "Item") several suggested answers (hereinafter referred to as "Responses") are given. You have to choose one response to each item. The question paper will be in the Form of TEST BOOKLET. The booklet will contain item bearing numbers 1, 2, 3.....etc. Under each item, Responses marked (a), (b), (c), (d) will be given. Your task will be to choose the correct response. If you think there is more than one correct response, then choose what you consider the best response. In any case, for each item you are to select only one response, if you select more than one response, your response will be considered wrong. In the Answer Sheet, Serial Nos. From 1 to 160 are printed. Against each numbers, there are circles marked (a), (b), (c) and (d). After you have read each item in the Test Booklet and decided which one of the given responses is correct or the best. You have to mark your response by completely blackening with black ball pen to indicate your response.

For example, if the correct answer to item 1 is (b), then the circle containing the letter (b) is to be completely blackened with black ball pen as shown below :- Example : (a) • (c) (d).

11. Candidates must write the papers in their own hand. In no circumstances will they be allowed the help of a scribe.

12. Entries in Scannable Attendance List.

Candidates are required to fill in the relevant particulars with black ball pen only against their columns in the Scan able Attendance List, as given below.

i) Blacken the circle (P) under the column (Present/Absent)

ii) Blacken the relevant circle for Test Booklet Series

iii) Write Test Booklet Serial No.

iv) Write the Answer Sheet Serial No. and also blacken the Corresponding circles below.

v) Append signature in the relevant column.

13. Please read and abide by the instructions on the cover of Test Booklet. If any candidate indulges in disorderly or improper conduct he will render himself liable for disciplinary action and/or imposition of a penalty as the Institute may deem fit.

Chairman  
Central Selection Committee, DSRVS