



# TAMIL NADU PUBLIC SERVICE COMMISSION

Advertisement No.498  
Notification No.11/2018

DATED: 30.05.2018

Applications are invited in the prescribed format through online mode up to 29.06.2018 for Direct Recruitment to the following posts.

Name of the Post and Post Code	Name of the Service and Code No.	No. of vacancies	Scale of Pay
Translation Officer (Post Code 3105)	In Official Language (Legislative) Wing of Law Department in Tamil Nadu General Subordinate Service (Code No.036)	4	Level – 22 Rs.56100-177500
Translator (Post Code 3106)		12	Level – 16 Rs.36400-115700

**Note:-**

- No other means/modes of application except through online will be entertained.
- Candidates are advised to read the rules, detailed notification, instructions issued for filling up of online application and guidelines for remitting of examination fee online, thoroughly, prior to filling of online application for the post, which are available on the official website of Tamil Nadu Public Service Commission and ensure that they fulfil all the requirements of eligibility.
- Candidates must furnish all the relevant information required. Furnishing of false and/or incomplete information shall lead to rejection of application.

## 2. DISTRIBUTION OF VACANCIES

For the post of Translation Officer:

GT	BC	MBC/DC	SC (A) (W) (PSTM)	Grand Total
1	1	1	1	4

For the post of Translator:

GT	GT (PSTM)	GT (W)	BC (W)	MBC/DC	MBC/DC (W)	SC	SC (W)	SC (A) (W) (PSTM)	Grand Total
2	1	1	2	1	1	1	1	1	12

## 3. IMPORTANT DATES AND TIME

Date of Notification	30.05.2018
Last date for submission of online application	29.06.2018
Last date for payment of Examination Fee through Bank (State Bank of India or Indian Bank)	03.07.2018
<b>Date of Written Examination</b>	
Paper – I (Descriptive Type)	18.08.2018 FN 10.00 A.M. to 01.00 P.M
Paper – II (General Studies)	18.08.2018 AN 02.30 P.M. to 04.30 P.M

#### 4. FEES

a)	<p><b><u>Registration Fee</u></b></p> <p>For One-Time Registration (Revised with effect from 01.03.2017 vide G.O.(Ms).No.32, Personnel and Administrative Reforms (M) Department, dated 01.03.2017)</p> <p><b><u>Note</u></b></p> <p>Those who have registered in the One -Time registration system and paid the registration fee of Rs.150/- and received the registration ID need not pay the Registration fee i.e., Rs.150/- and it is enough to pay the examination fee alone.</p>	Rs.150/-
b)	<p><b><u>Examination Fee</u></b></p> <p><b><u>Note</u></b></p> <p>The Examination fee <b>should be paid</b> at the time of submitting the online application for this recruitment if they are not eligible for the fee concession noted below.</p>	Rs.150/-

#### **EXAMINATION FEE CONCESSION**

Category	Concession	Condition
(i) Scheduled Castes / Scheduled Caste (Arunthathiyars) and Scheduled Tribes	Full Exemption	--
(ii) Differently Abled Persons, Destitute Widow of all communities	Full Exemption	(i) For Differently Abled persons, the disability should be not less than 40%. (ii) For DWs, the DW certificate should have been obtained from the RDO / Sub Collector/ Assistant Collector
(iii) Most Backward Class /Denotified Communities, Backward Classes (Other than Muslim) and Backward Class (Muslim)	Those who have not availed three free chances so far in the previous recruitments may avail exemption from payment of examination fee.	Should not have availed three free chances in the previous recruitments.
(iv) Ex-Servicemen	Those who have not availed two free chances so far in the previous recruitments may avail exemption from payment of examination fee.	(i) Should not have availed two free chances in the previous recruitments. (ii) Fee concession will not apply for those ex-servicemen who have already been recruited to any class or service or category.

**Note**

- (i) The three / two free chances referred to above are not for **EACH POST** but for **ANY THREE / TWO APPLICATIONS ONLY**. The claim for exemption from payment of examination fee made in any application which is rejected / admitted or withdrawn will be counted as a free chance availed.
- (ii) Failure to pay the prescribed fee along with the application in-time will be liable for rejection of application.
- (iii) The number of free chances availed by the applicant means, the total number of free chances hitherto availed by the applicant in his / her earlier application submitted to the Commission for any post / recruitment.
- (iv) If the examination fee concession claimed in the application is found to exceed the admissible limits as announced above, the application will be rejected at any stage of selection process. The number of free chances availed by the applicants will be counted from all previous applications submitted through one-time registration and / or submitted directly without one-time registration.

(For further details regarding the Examination fee concession, refer [para 12 of "Instructions to Applicants"](#)).

**5. MODE OF PAYMENT OF EXAMINATION FEE**

- Examination fee of Rs.150/- (Rupees One Hundred and Fifty only) is payable online through Net banking / Credit card / Debit card or it can be paid offline at SBI / Indian Bank within 2 days from the date of submission of online application, by choosing the option in the online application.
- Applicants have to register their basic particulars through One-Time Registration which is mandatory on payment of Rs.150/- (Rupees One Hundred and Fifty only) towards registration fee and then should apply online for this recruitment. The One-Time Registration will be valid for 5 years from the date of Registration. Thereafter, the registration should be renewed by paying the prescribed fee. Applicants who have already registered in One-Time Registration system by paying Rs.50/- before 01.03.2017 and having validity and those who have registered for One-Time Registration on or after 01.03.2017 by paying Rs.150/- towards One-Time Registration are exempted from paying the registration fee for this recruitment.
- Applicants have also to pay the service charges applicable to the State Bank of India / Indian Bank.
- Applicants can avail exemption from paying examination fees as per eligibility criteria.
- **Offline mode of payment in the form of Demand Draft / Postal Order etc., will not be accepted and the applications forwarded with such modes of payment will be summarily rejected.**

[For further details refer [para 2 \(13-23\) of "Instructions to Applicants"](#)]

## 6. QUALIFICATIONS

### (A) AGE LIMIT (as on 01.07.2018)

Category of Applicants	Maximum Age
SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs and Destitute Widows of all castes	No Age limit
'Others' [i.e., Applicants not belonging to SCs, SC(A)s, STs, MBCs/DCs, BCs and BCMs]	30 years (should not have completed)

#### Note

Applicants not belonging to SC, SC(A), ST, MBC/DC, BC(OBCM), BCM who have put in five years and more of service in the State / Central Government are **not eligible** to apply even if they are within the age limit.

**Explanation:** - No maximum age limit shall mean that the applicants should not have completed 58 years of age either on the date of notification or at the time of selection/ appointment to the post.

[For further details regarding Age limit refer [para 5 of "Instructions to Applicants"](#) and Section 3(r) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016]

#### Age Concession

SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs		'Others' i.e., applicants not belonging to SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs	
Differently Abled	Ex-servicemen	Differently Abled	Ex-servicemen
No maximum age limit		40 years	48 years

#### Note

- (i) The above mentioned age concession will not apply to those Ex-Servicemen Applicants who have already been recruited to any class or service or category.
- (ii) Instructions given with regard to maximum age limit under [para 5 of the "Instructions to Applicants"](#) will apply to this recruitment.

**(B) EDUCATIONAL QUALIFICATION AND EXPERIENCE (as on 30.05.2018):**

Applicants should possess the following or its equivalent qualification awarded by any University or Institution recognized by the University Grants Commission.

Name of the Post	Educational Qualification
1. Translation Officer	(i) (a) B.L. Degree (3 years or 5 years) or its equivalent; <b>OR</b> (b) Second Class Master's Degree in Tamil; <b>AND</b> (ii) Proficiency in Tamil.  Provided that other things being equal, preference shall be given to persons having experience in translation of Deeds, Agreements, Bills, Acts, Rules, Orders or Notifications from English to Tamil.
2. Translator	(i) (a) B.L. Degree (3 years or 5 years) or its equivalent; <b>OR</b> (b) Bachelor's Degree with Tamil in Part-I; and B.G.L. Degree; <b>OR</b> (c) Second Class Master's Degree in Tamil; <b>AND</b> (ii) Proficiency in Tamil.  Provided that other things being equal, preference shall be given to persons having previous experience in translation of Deeds, Agreements, Bills, Acts, Rules or Orders from English to Tamil.

**Explanation:**

'Proficiency in Tamil' refers to the capability of the candidate's fluency of languages to translate Legislative Bills, Acts, Ordinances etc., from English into Tamil, and vice versa.

**Note**

- (i) The qualification prescribed for these posts should have been obtained by passing the required qualification in the order of studies, viz., SSLC+ HSC or its equivalent + UG Degree + PG Degree / SSLC+ HSC or its equivalent + UG Degree from the recognised institutions as required under Section 25 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

(Results of the examination should have been declared on or before the date of notification)

- (ii) Applicants claiming equivalence of qualification to the prescribed qualification should submit evidence for equivalence of qualification in the form of G.O. issued prior to the date of this notification, failing which their application will be summarily rejected. The G.Os issued declaring equivalence of prescribed qualification after the date of this notification will not be accepted under Section 25(b) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016. A list of Equivalence of qualification in the related subject is available in **Annexure – I** to this notification. (Refer also to the disclaimer annexed to this notification) (For further details regarding of Equivalence of Qualification refer [para 10 of the "Instructions to Applicants"](#))

**(C) CERTIFICATE OF PHYSICAL FITNESS**

Applicants selected for appointment to the above said post will be required to produce a certificate of physical fitness in the form prescribed below before their appointment.

Sl.No	Name of the Post	Form of Certificate of Physical Fitness	Standard of Vision
1.	Translation Officer	Form prescribed for other than Executive and Ministerial posts	Standard III or Better
2.	Translator		

**(D) KNOWLEDGE IN TAMIL**

Applicants should possess adequate knowledge in Tamil on the date of this Notification.

(For details refer [para 11 of the Commission's "Instructions to Applicants"](#))

**7. CONCESSIONS**

- (i) Concessions in the matter of age and/or fees allowed to SCs, SC(A)s, STs, MBCs/DCs, BCs, BCMs, Destitute Widows, Differently Abled Persons, Ex-servicemen, other categories of persons etc., are given in [paras 12 to 14 of the "Instructions to Applicants"](#).
- (ii) Persons claiming concessions referred to above and other claims made in the application have to produce evidence for such claims when called for, otherwise their application will be liable for rejection.

**Note**

In all cases, an Ex-Serviceman once recruited to a post in any class or service or category, **cannot claim the concession** of being called an Ex-Serviceman for his further recruitment. (Proviso to Section 3(j) (vii) of Tamil Nadu Government Servants (Conditions of Service) Act, 2016)

### 8. SCHEME OF EXAMINATION (DESCRIPTIVE AND OBJECTIVE TYPE) AND ORAL TEST:-

Subject	Duration	Maximum Marks	Minimum Qualifying Marks for selection	
			SCs, SC(A)s, STs, MBCs/DCs, BCs and BCMs	Others
<p><b><u>i. Paper - I (Descriptive Type)</u></b></p> <p><b><u>Translation of the following from English to Tamil:</u></b></p> <p>a) State Acts, Bills, Ordinances, Rules and Notifications made thereunder.</p> <p>b) Central Acts, Ordinances, Rules and Notifications made thereunder.</p> <p>c) Legal Terms / Legal maxims.</p>	3 hours	300	171	228
<p><b><u>ii. Paper - II (GENERAL STUDIES) (Objective Type)</u></b> <b>(100 Questions) (Code No. 003)</b></p> <p>General Studies (Degree Standard) – 75 Questions and Aptitude and Mental Ability (SSLC Standard) – 25 Questions</p>	2 hours	200		
<p><b><u>iii. Interview and Records</u></b></p>	---	70		
	<b>Total</b>	570		

#### **Note**

- (i) The Syllabus for Examination is furnished in the [Annexure III](#) of the notification and also available in the Commission's website [www.tnpsc.gov.in](http://www.tnpsc.gov.in)
- (ii) Refer [para 22 of "Instructions to Applicants"](#) in regard to instructions to be followed while appearing for competitive examinations conducted by the Commission.
- (iii) The questions in Paper I will be set in English only and Paper II will be set in both English and Tamil.



## 9. CENTRE FOR EXAMINATION

Examination will be held at the following centres: -

Name of the Centre	Centre Code
Chennai	0100
Madurai	1000
Coimbatore	0200
Tiruchirappalli	2500
Tirunelveli	2600

### **Note:**

- (i) Request for change of venue will not be complied with. (For further details refer "[Instructions to Applicants](#)").
- (ii) Applicants will be required to appear for the Written Examination / Certificate Verification / Oral Test at their own expenses.
- (iii) **The Commission reserves the right to increase / decrease the number of Examination Centres and to re-allot the Applicants with respect to the number of candidates opted for each centre.**

## 10. SELECTION PROCEDURE

**Selection will be made in two successive stages** i.e., (i) Written Examination and (ii) Oral Test in the form of an interview. Final selection will be made on the basis of total marks obtained by the applicants in the Written Examination and Oral Test taken together subject to the rule of reservation of appointment. Appearance in both the papers of the Written Examination and in the Oral Test is compulsory. A candidate who has not appeared in any one of the papers in Written Examination or Oral Test will not be considered for selection even if he/she secured the qualifying marks in the Written Examination or Oral Test. Based on the marks obtained by the candidates in the Written Examination, the tentative list of eligible candidates for certificate verification will be announced in the Commission's website. After verification of the original certificates, the eligible candidates will be summoned for Oral Test following the rule of reservation of appointment.

**(For further details refer paragraph 23 (b) of "[Instructions to Applicants](#)")**

## 11. NO OBJECTION CERTIFICATE / INFORMATION TO THE EMPLOYER

No Objection Certificate obtained from appropriate authority shall be produced at the time of certificate verification. Failure to produce at that time will lead to rejection of application.

No Objection Certificate should be produced in the format prescribed under [para 15 \(g\) of Commission's "\[Instructions to Applicants\]\(#\)"](#). - Any violation of this instruction will be liable for / end in rejection of application and forfeiture of his/her candidature.

## 12. GENERAL INFORMATION

- A. The rule of reservation of appointment is applicable to this recruitment.
- B. In G.O.Ms.No.145, Personnel and Administrative Reforms(S) Department dated 30.09.2010 and G.O.Ms.No.40, Personnel and Administrative Reforms(S) Department dated 30.04.2014, the Government have issued orders to fill up 20% of vacancies in direct recruitment on preferential basis to Persons who studied the prescribed qualification in Tamil Medium. The 20% reservation of vacancies on preferential allotment to **Persons Studied in Tamil Medium (PSTM)** will apply for this recruitment (Applicants claiming this reservation should have joined and studied the prescribed qualification for the post in Tamil Medium and should have the certificate for the same. Having



written the University examinations in Tamil language alone will not qualify for claiming this reservation). If the Applicants with PSTM certificate are not available for selection for appointment against reserved turn, such turn shall be filled up by eligible non-PSTM Applicants but belonging to the respective communal category. The PSTM certificate, in prescribed format / proforma available in the Commission's website at "[www.tnpsc.gov.in](http://www.tnpsc.gov.in)" shall be obtained from the Head of the Institution and should be produced (For further details refer para 27(xix) of "[Instructions to Applicants](#)").

- C. The number of vacancies advertised is only approximate and is liable for modification including reduction with reference to vacancy position, at any time before finalization of selection.
- D. If no qualified and suitable women applicants are available for selection against the vacancies reserved for them, those vacancies will be filled by other eligible applicants belonging to the respective communal categories.
- E. The selection for appointment to the above said posts is purely provisional subject to final Orders on pending Writ Petitions, if any, filed at Madras High Court and Madurai Bench of Madras High Court.
- F. Reservation of appointment to **Destitute Widows and Ex-Servicemen** **will not apply** to this recruitment.
- G. **No turn for reservation to Differently Abled Persons arise in this recruitment.**
- H. The Differently Abled persons who apply under other eligible category should submit / upload a copy of Differently Abled Certificate from the Competent Authority specifying the nature of physical handicap and the degree of disability for their claim when called for by the Tamil Nadu Public Service Commission. (For further details, refer in para 14(b) of '[Instructions to Applicants](#)')
- I. Even after filling up of the vacancies reserved for SC Arunthathiyars on preferential basis, if more number of qualified Arunthathiyars are available, they shall be entitled to compete with the Scheduled Castes other than Arunthathiyars in the inter-se merit among them and if any posts reserved for Arunthathiyars remain unfilled for want of adequate number of qualified Applicants, it shall be filled up by Scheduled Castes other than Arunthathiyars.
- J. Evidence for claims made in the online application should be uploaded / submitted within stipulated time when the documents are called for. Any subsequent claim made thereafter on submission of online application will not be entertained. Failure to submit the documents within the stipulated time limit **will entail rejection of the Application.**
- K. Correct and True information regarding arrest, convictions / debarment / disqualification by any recruiting agency, criminal or any disciplinary proceedings initiated / pending or finalized, participation in agitation or any Political Organization, candidature in election for Parliament/State Legislature/Local Bodies etc., if any, should also be furnished to the Commission at the time of application i.e., the details thereof, originals of the Judgement, order or G.O dropping further action in Departmental proceedings or any document that may prove the suitability of such Applicants for a Government appointment in such cases must be produced at the stage / time of certificate verification without fail. All such events that occur after the submission of application and till the date of his / her selection and appointment shall be reported to the Commission forthwith then and there. Failure to report on the part of Applicant will be considered as suppression of material information and will attract suitable penal action.

- L. Incomplete applications and applications containing wrong claims or incorrect particulars relating to category of reservation / other basic qualification / eligibility - wise / age / communal categories / educational qualification / PSTM / physical qualification and other basic eligibility criteria **will be liable for rejection.**
- M. **One-Time Registration is not an application for any Post / Recruitment.** Though the details/particulars were furnished in the One-Time Registration by the applicants, the details/particulars furnished in the online application submitted for this recruitment alone will be taken into consideration. Tamil Nadu Public Service Commission will not be responsible for any consequences arising out of furnishing of incorrect and incomplete details in the application or omission to provide the required details in the application for this recruitment.

### 13. OTHER IMPORTANT INSTRUCTIONS

- a) **Applicants should ensure their eligibility for examination:** The applicants applying for the examination should go through all instructions carefully and ensure that they fulfil all eligibility conditions for admission to examination. **Their admission to all stages of the examination will be purely provisional subject to satisfaction of the eligibility conditions.** Mere issue of memo of admission to the applicants will not imply that his/her candidature has been fully cleared by the Commission.
- b) The **Hall Tickets** for eligible applicants will be made available in the Commission's Website [www.tnpsc.gov.in](http://www.tnpsc.gov.in) or [www.tnpscexams.net](http://www.tnpscexams.net) or [www.tnpscexams.in](http://www.tnpscexams.in) for downloading the same by applicants. No Hall Tickets will be sent by post. So the applicants should watch TNPSA website before the scheduled date of examination. The Applicants must comply with each and every instruction given in the Hall Ticket.

#### c) Communication to Applicants:

**Individual communication** regarding the date and time of certificate verification, oral test **will not be sent to the applicants by post.** The details will be made available on the Commission's website. Applicants will be **informed of the above fact only through SMS and e-mail** and they should watch the Tamil Nadu Public Service Commission website in this regard.

- d) **Grievance Redressal Cell for guidance of applicants:** In case of any guidance/ information / clarification of their applications, candidature etc., applicants can contact Tamil Nadu Public Service Commission's Office in person or over Telephone No.044-25332833 / 25332855 or the Commission's Office Toll-Free No.1800 425 1002 on all working days between 10.00 a.m. and 05.45 p.m. or Commission's e-mail id [contacttnpsc@gmail.com](mailto:contacttnpsc@gmail.com).

- e) After Notification, during the process of recruitment till publication of result, no information, under Right to Information Act, would be furnished.

#### f) Mobile Phones and other Articles Banned:

- i. Applicants are not allowed to bring Cellular Phone, Watches and Ring with Inbuilt Memory Notes etc., or any other Electronic device and Non Electronic devices such as P&G Design Data Book, Books, Notes, Hand Bags and Recording Device either as separate piece or part of something used by the applicants such as Watch or Ring etc., to the examination hall / room on the date of examination.
- ii. Applicants must not bring into the Examination Hall any article such as books, notes, loose sheets, electronic or any other type of calculators, mathematical and drawing instruments, Log Tables, stencils of maps, slide rules, Text Books, rough sheets etc., except the permitted writing material (i.e. pen). No colour pen or pencil must be used.

- iii. If they are found to be in possession of any such thing or instrument, they will not be allowed to write the examination further, besides invalidation of answer paper and / or debarment. If it is considered necessary they will be subjected to thorough physical search including frisking on the spot. (For further details refer "[Instructions to Applicants](#)").
- iv. Applicants are advised in their own interest not to bring any of the banned items including Mobile Phones to the venue of the examination, as arrangements for safekeeping cannot be assured.

**g) Unfair means strictly prohibited:** No applicants shall copy from the papers of any other candidate or permit his papers to be copied or give or attempt to give or obtain or attempt to obtain irregular assistance of any description. (For further details refer "[Instructions to Applicants](#)").

**h) Conduct in Examination Hall:** No applicant should misbehave in any manner or create a disorderly scene in the Examination Hall or harass the staff deployed by the Commission for the conduct of the examination. Any such misconduct will be severely viewed and penalised. (For further details refer "[Instructions to Applicants](#)").

**i)** For violation of "Instructions to Applicants" in any manner, suitable penalty will be imposed as per the "Instructions to Applicants" or as deemed fit by the Commission.

**j)** Unless specific instruction is given, applicants are not required to submit along with their application any certificates (in support of their claims regarding age, educational qualifications, physical qualification, community certificates and certificates regarding their physical disability etc.,) which should be submitted when called for by the Tamil Nadu Public Service Commission. The applicants applying for the examination should ensure that they fulfil all the eligibility conditions for admission to the Examination. Their admission at all the stages of examination for which they are admitted by the Commission viz. Written Examination and Oral Test will be purely provisional, subject to their satisfying the prescribed eligibility conditions. If, on verification at any time before or after Written Examination, Certificate Verification and Oral Test, it is found that they do not fulfil any of the eligibility conditions, their candidature for the examination will be liable for rejection / cancellation by the Commission. (For further details refer "[Instructions to Applicants](#)")

**k)** If any of their claims is found to be incorrect, it will lead to rejection of their candidature and suitable penal action including debarment.

#### 14. HOW TO APPLY

- (i) Applicants should apply only through online mode in the Commission's Websites <http://www.tnpsc.gov.in> / <http://www.tnpscexams.net> / <http://www.tnpscexams.in/>
- (ii) One-Time Registration (OTR) and applicant Dashboard are mandatory before applying for any post. Applicant should register only once in the One-Time Registration by paying Rs.150/- as Registration fee. Successfully registered One-Time Registration is valid for 5 years from the date of Registration. All the applications should be submitted using the One-Time Registration ID and password registered by the applicant.
- (iii) For applying in One-Time Registration, the applicants should have scanned image of their photograph, certificate wherever insisted and signature in CD/DVD/Pen Drive to upload the photo, certificate and signature.

- (iv) Applicants who have already registered in One-Time Registration on or before 29.09.2015 shall use their existing user ID and Password to create applicant Dashboard in the new One-Time Registration system. No applicant is permitted to create more than one registration ID in One-Time Registration.
- (v) Applicants should enter the Unique ID and password to view the already available information and update them.
- (vi) One-Time Registration is not an application for any post. It is just a collection of information from the applicants and giving a separate dashboard to each applicant to facilitate them to maintain their own profile. Applicant who wishes to apply for any post shall click "[Apply](#)" against the post Notified in the Commission's Website and use the same USER ID and PASSWORD given for ONE-TIME REGISTRATION.
- (vii) Select the name of the post or service for which the applicant wishes to apply.
- (viii) Applicants are required to upload their photograph and signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature.
- (ix) An Online application uploaded without the photograph, specified documents and signature will be rejected.
- (x) All the particulars mentioned in the online application including Name of the Candidate, Post applied, Educational qualifications, Communal category, Date of Birth, Address, Email ID, Centre of Examination etc. will be considered as final and no modifications will be allowed after the last date specified for applying online. Since certain fields are firm and fixed and cannot be edited, applicants are requested to fill in the online application form with the utmost care and caution as no correspondence regarding change of details will be entertained.
- (xi) **Print Option**
- After submitting the application, applicants can print / save their application in PDF format.
  - On entering user ID and password, applicants can download their application and print if required.
  - Applicants need not send the printout of the online application or any other supporting documents to the Commission. The application and certificates will be verified only when the applicants come up for next stage of selection.
- (xii) **One-Time Registration will not be considered as an application for any post.**

#### 15. UPLOAD OF DOCUMENTS

The candidates must upload / submit the necessary documents **whenever called for specifically by** the Commission.

#### 16. LAST DATE FOR SUBMITTING APPLICATION

The Online Application can be submitted up to **29.06.2018** till **11.59 p.m.**, after which the link will be disabled.

(For detailed information applicants may refer Commission's 'Instructions to Applicants' at the Commission's website [www.tnpsc.gov.in](http://www.tnpsc.gov.in) )

**Secretary**

**DISCLAIMER**

“Government orders relating to equivalence of qualification is available in the Tamil Nadu Public Service Commission's website. However the applicants while applying for the examination should furnish the details of equivalence of qualification declared in the form of Government orders issued on or before the date of this notification if any, which are not mentioned in Annexure-I to the notification and produce the same while submitting the documents, failing which their application will be **rejected**. The Government Orders issued regarding equivalence of prescribed qualification after the date of this notification will not be accepted.”

**Secretary**

**ANNEXURE-I**

The following qualifications are declared as Equivalent .

Qualification	G.O. in which ordered
(i) M.A Tamil (five year integrated degree course) awarded by Annamalai University equivalent to M.A. Tamil.	G.O.(Ms).No. 171, Higher Education (K2) Department, dated 30.09.2014.
(ii) தமிழ் பல்கலைக்கழகத்தால் வழங்கப்படும் முதுகலை பயன்பாட்டு தமிழியல் பட்டம்(M.A. Applied Tamilology) முதுகலை தமிழ் பட்டத்திற்கு இணையானது.	G.O.(Ms).No. 117, Tamil Development and Information M)Department, dated 01.08.2016
(iii) B.A.L Degree awarded by Annamalai University is recommended for the purpose of employment where B.G.L Degree is prescribed as an essential qualification.	G.O.(Ms).No.206, Personnel & Administrative Reforms(K) Department, dated 14.08.2007.
(iv) M.A degree in Tamil Literature and Culture awarded by University of Madras equivalent to M.A. Tamil.	G.O.(Ms).No 228., Higher Education (K2) Department dated 04.11.2013.
(v) B.A. Functional Tamil awarded by Pondicherry University is equivalent to B.A. Tamil	G.O.(Ms).No 112, Higher Education (K2) Department, dated 18.07.2014.

**ANNEXURE – II****EXPERIENCE CERTIFICATE****(Ability to translate Legislative Bills, Acts, Ordinances etc from English to Tamil)**

1. Name and Address of the Institution / Organisation :
2. Name of the Employee and Date of Birth :
3. Qualification possessed by the Employee on the Date of Joining Service in the above said Institution / Organisation :
4. Designation and period of Experience of the Employee :
5. Nature of the Work/Duty performed by the Employee (To be mentioned in brief) :
6. Whether the Employee possesses experience as laid in para 6(B) of the notification for the Post of .....(relevant post may be mentioned) : Yes / No
7. Whether Attendance Register / Attendance Rolls / Pay Register and other records /available for this Employee : Yes / No
8. Certificate from the Institution / Organisation : The above said employee having experience in this Institution / Organisation as stated above. The above particulars furnished by us are correct

Office Seal:

Date:

Place:

Signature.

Name & Designation of  
the issuing Authority.**Note:**

Institution / Organisation which issues the certificate is cautioned that issuing of any certificate containing false details will lead to legal / penal action on them.



**ANNEXURE-III**  
**Syllabus**  
**PAPER-I**

**Translation of the following from English to Tamil:**

- a) State Acts, Bills, Ordinances, Rules and Notifications made there under.
- b) Central Acts, Ordinances and Rules and Notifications made there under.
- c) Legal terms/Legal maxims

**PAPER- II**

**GENERAL STUDIES (DEGREE STANDARD / OBJECTIVE TYPE)(Code No.003)**

**UNIT- I: GENERAL SCIENCE**

**Physics** Universe-General Scientific laws-Scientific instruments-Inventions and discoveries-National scientific laboratories-Science glossary-Mechanics and properties of matter-Physical quantities, standards and units-Force, motion and energy-Electricity and Magnetism, Electronics and Communication -Heat, light and sound-Atomic and nuclear physics-Solid State Physics – Spectroscopy- Geophysics - Astronomy and space science.

**Chemistry** Elements and Compounds-Acids, bases and salts-Oxidation and reduction-Chemistry of ores and metals-Carbon, nitrogen and their compounds-Fertilizers, pesticides, insecticides-Biochemistry and biotechnology-Electrochemistry-Polymers and plastics.

**Botany** Main Concepts of life science-The cell-basic unit of life-Classification of living Organism -Nutrition and dietetics-Respiration-Excretion of metabolic waste-Bio-communication.

**Zoology** Blood and blood circulation-Endocrine system-Reproductive system-Genetics the science of heredity-Environment, ecology, health and hygiene, Bio- diversity and its conservation-Human diseases-Communicable diseases and non- communicable diseases- prevention and remedies- Alcoholism and drug abuse-Animals, plants and human life.

**UNIT- II: CURRENT EVENT**

**History** Latest diary of events – National--National symbols-Profile of States-Defence, national security and terrorism-World organizations-pacts and summits-Eminent persons & places in news-Sports & games-Books & authors -Awards & honours-Cultural panorama-Latest historical events-- India and its neighbours-- Latest terminology-Appointments-who is who?.

**Political Science** 1. India's foreign policy-2. Latest court verdicts – public opinion-3. Problems in conduct of public elections-4. Political parties and political system in India- 5. Public awareness & General administration-6. Role of Voluntary organizations & Govt.,-7. Welfare oriented govt. schemes, their utility.

**Geography** Geographical landmarks-Policy on environment and ecology.

**Economics** Current socio-economic problems-New economic policy & govt. sector

**Science** Latest inventions on science & technology-Latest discoveries in Health Science-Mass media & communication.

### **UNIT-III: GEOGRAPHY**

Earth and Universe-Solar system-Atmosphere hydrosphere, lithosphere-Monsoon, rainfall, weather and climate-Water resources --- rivers in India-Soil, minerals & natural resources-Natural vegetation-Forest & wildlife-Agricultural pattern, livestock & fisheries-Transport including Surface transport & communication-Social geography – population-density and distribution-Natural calamities – disaster management-Climate change - impact and consequences - mitigation measures-Pollution Control.

### **UNIT-IV: HISTORY AND CULTURE OF INDIA**

Pre-historic events--Indus valley civilization-Vedic, Aryan and Sangam age-Maurya dynasty-Buddhism and Jainism-Guptas, Delhi Sultans, Mughals and Marathas-Age of Vijayanagaram and the bahmanis-South Indian history-Culture and Heritage of Tamil people-Advent of European invasion-Expansion and consolidation of British rule-Effect of British rule on socio-economic factors-Social reforms and religious movements-India since independence-Characteristics of Indian culture-Unity in diversity –race, colour, language, custom-India-as secular state-Organizations for fine arts, dance, drama, music- Growth of rationalist, Dravidian movement in TN-Political parties and populist schemes- Prominent personalities in the various spheres – Arts, Science, literature and Philosophy – Mother Teresa, Swami Vivekananda, Pandit Ravishankar , M.S.Subbulakshmi, Rukmani Arundel and J.Krishnamoorthy etc.

### **Unit-V: INDIAN POLITY**

Constitution of India-. Preamble to the constitution- Salient features of constitution- Union, State and territory- Citizenship-rights amend duties- Fundamental rights- Fundamental duties- Human rights charter- Union legislature – Parliament- State executive- State Legislature - assembly- Status of Jammu & Kashmir- Local government – panchayat raj – Tamil Nadu - Judiciary in India – Rule of law/Due process of law- Indian federalism – center – state relations-. Emergency provisions- Civil services in India- Administrative challenges in a welfare state- Complexities of district administration- Elections - Election Commission Union and State. Official language and Schedule - VIII -

Amendments to constitution- Schedules to constitution-. Administrative reforms & tribunals- Corruption in public life- Anti-corruption measures – Central Vigilance Commission, lok-adalats, Ombudsman, - Comptroller and Auditor General of India- Right to information - Central and State Commission- Empowerment of women- Voluntary organizations and public grievances redressal- Consumer protection forms.

### **UNIT-VI: INDIAN ECONOMY**

Nature of Indian economy-Need for economic planning-Five-year plan models-an assessment - Land reforms & agriculture-Application of science in agriculture-Industrial growth - Capital formation and investment-Role of public sector & disinvestment-Development of infrastructure - National income- Public finance & fiscal policy- Price policy & public distribution- Banking, money & monetary policy- Role of Foreign Direct Investment (FDI) - WTO-globalization & privatization - Rural welfare oriented Programmes - Social sector problems – population, education, health, employment, poverty-HRD - sustainable economic growth- Economic trends in Tamil Nadu -Energy Different sources and development- Finance Commission -Planning Commission- National Development Council.

### **UNIT-VII: INDIAN NATIONAL MOVEMENT**

National renaissance-Early uprising against British rule-1857 Revolt- Indian National Congress-Emergence of national leaders-Gandhi, Nehru, Tagore, Nethaji - Growth of militant movements -Different modes of agitations-Era of different Acts & Pacts-World war & final phase struggle-Communalism led to partition-Role of Tamil Nadu in freedom struggle - Rajaji, VOC, Periyar, Bharathiar & Others-Birth of political parties /political system in India since independence.

### **Unit-VIII: APTITUDE & MENTAL ABILITY TESTS**

Conversion of information to data - Collection, compilation and presentation of data - Tables, graphs, diagrams-Parametric representation of data - Analytical interpretation of data - Simplification - Percentage - Highest Common Factor (HCF) - Lowest Common Multiple (LCM) - Ratio and Proportion-Simple interest-Compound interest- Area - Volume - Time and Work - Behavioural ability - Basic terms, Communications in information Technology - Application of Information and Communication Technology (ICT) - Decision making and problem solving-Logical Reasoning-Puzzles - Dice-Visual Reasoning-Alpha numeric Reasoning-Number Series - Logical Number/Alphabetical/Diagrammatic Sequences.