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STATE POLLUTION CONTROL BOARD, ODISHA

[DEPARTMENT OF FOREST, ENVIRONMENT & CLIMATE CHANGE, GOVERNMENT OF ODISHA]

Paribesh Bhawan, A/118, Nilakantha Nagar, Unit – VIII

Bhubaneswar – 751 012, INDIA

No. 863 /I-ESTT/ M/208/2024

Date: 20-01-2026

RECRUITMENT TO THE POSTS OF JUNIOR ASSISTANT IN GROUP- "C" OF SPC BOARD, ODISHA.

Online applications are invited from the prospective candidates through the Proforma Application Form to be made available on the website <https://ospcboard.odisha.gov.in> The link for registration / re-registration shall be available from 21.01.2026 at 11.00 A.M. to 11.02.2026 till 5.30 P.M. the last date for submission of Registered Online Application for direct recruitment, through a selection procedure which include written test (CBT mode) and personal interview for 15 nos. posts of Junior Assistant in Group-C, of the State Pollution Control Board, Odisha, Service in the scale of pay ₹19,900/- to ₹63,200/- in Level 4, Cell-1 of Pay Matrix of OSRP Rules, 2017 with usual Dearness and other Allowances as may be sanctioned by the State Pollution Board, Odisha, from time to time as per vacancy position and essential qualifications with streams / subjects as detailed below :

1. No. of Vacant posts – 15 nos. and reservation quota

Sl No	Reservation quota post	Number of Vacancy
01	ST (M-02))(W-01)	03
02	SC (M-01))(W-01)	02
03	UR(M-05)(W-03)	08
04	SEBC	02
	Total	15

2) Age Relaxation

A candidate must have attained the age of 21 years and must not be above the age of 42 years as on the 1st day of January, 2026. The upper age limit is relax-able by 05 (five) years for candidates belonging to SC /ST / SEBC/Women / Ex-Serviceman and by 10 (ten) years for PWDs whose permanent disability is 40% or more. Persons with disabilities belonging to SC / ST categories are eligible for cumulative age relaxation benefit. In the case of a candidate who is or was holding a post under the State or Central Government or Local Authority or Corporation established by a State Act or a Central Act or established by the Government under a State Act or Central Act and owned or controlled by the Government, by the number of years during which he is or was holding such post or five year whichever is less. The age relaxation for SPC Board's, Odisha, internal candidates will be the number of years put by the candidates in their respective posts.

3) Online Application

The candidates are required to visit the website <https://ospcboard.odisha.gov.in> of the SPC Board, Odisha for detailed informations, method of selection, place date & time of written examination / document verification / interview, other important notices etc. The candidates also keep track of publication of various notices to the effect in the leading local daily Newspapers for information. The Online Applications if found defective in any respect is liable to be summarily rejected.

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State Pollution Control Board, Odisha reserves the right to cancel the recruitment process at any stage without any notice.

4) Eligibility Criteria:

- 1) The essential qualification is graduate in any discipline from a recognized university/Institute with PGDCA on computer applications. Departmental candidates including contractual employees engaged by the SPC Board having requisite qualifications may be considered in the direct recruitment process considering weightage in their age relaxation as per Regulation (7).
- a) No person shall be eligible for appointment if he / she is not able to read, write and speak Odia and must have –
 - i) Passed Matriculation or equivalent examination with Odia as medium of examination in non-language subject.
 - ii) Passed in Odia as language subject in the final examination of Class VII from a school or educational institution recognized by the Government of Odisha or the Central Government, and
 - iii) Passed a test in Odia in Middle English School standard conducted by the School and Mass Education Department.
- b) Application received by post after due date will be rejected.
- c) Application received from general category candidates against the reserve category post will be rejected
- d) The merit list will be prepared on the basis of the marks obtained in the written / online test. Candidates will be called for interview at a ratio of 1:5 from this merit list.
- e) The final merit list for each category will be prepared on the basis of combined score in written test and interview and the said Merit List will be valid for one year w.e.f the date of Notification of the said merit list.
- f) The candidate must be a citizen of India
- g) A candidate, who has more than one spouse living will not be eligible for appointment unless the SPC Board, Odisha, has exempted his / her case from operation of this limitation for any good and sufficient reasons.
- h) Government or SPC Board, Odisha servants whether temporary or permanent, are eligible to apply provided that they possess the required qualification and are within the prescribed age-limit as provided in the Advertisement. They must submit **No Objection Certificate** issued by the competent authority during document verification.
- i) Only those candidates, who are within the prescribed age limit and fulfill the requisite qualification etc. by the closing date of submission of online application will be considered eligible.
- j) A candidate who claims change in his / her name after having passed the High School Certificate Examination or equivalent Examination, is required to furnish copy of publication of the changed name in the local leading daily

newspaper as well as copy of notification in the Gazette in support of his / her change of name.

5) Syllabus of written examination out of 90 marks:

English	:	20 marks
General Knowledge	:	10 marks
Reasoning & analytical analysis	:	20 marks
Mathematics & Statistics	:	10 marks
Odia Grammar	:	10 marks
Basic Computer:	:	20 marks
Skill Windows operating system		
• Create • Rename • Copy / Cut / Paste • Delete		
MS word		
• Editing and formatting text and paragraph • Page and paragraph setup		
MS Power Point		
• Editing and formatting slides		
MS Excel		
• Formatting cells and data • Functions		
TOTAL		90 marks

Question Pattern:

Total number of questions	90 numbers (-0.33negative)
Total number of marks	90 marks
Duration of examination	90 minutes
Level of question difficulties	Easy – 30 %
	Medium - 40 %
	Difficult – 20 %
	Very difficult -10 %
TOTAL	100%

6) Physical Certificate verification & Interview

Qualified candidates will be called for certification verification and interview at a ratio of 1:5 from the merit list

Written test (CBT Mode)	90 Marks
Interview	10 Marks
Total Marks	100 Marks

7) Place of Examination :

The Written Examination will be held at different centers to be intimated to the eligible candidates in due course of time.

REQUEST FOR CHANGE OF EXAMINATION CENTER WILL NOT BE ENTERTAINED

8) Important Points :

- i) Online Applications submitted to the SPC Board, Odisha, if found to be incomplete in any respect are liable to rejection without entertaining any correspondence with the applications on that score.
- ii) Admission to Examination / Viva-Voce test will be provisional. If on verification at any stage before or after the Viva-Voce Test, it is found that a candidate does not fulfill all the eligibility conditions, his / her candidature shall be liable to rejection. Decision of the SPC Board, Odisha, in regard to the eligibility or otherwise of a candidate shall be final.
- iii) The advertisement should not be construed as binding on the SPC Board, Odisha, to make appointment.
- iv) Concession meant for SCs & STs by birth are admissible to the Scheduled Caste & Schedule Tribes .
- v) Community / Caste status once mentioned by the candidates under the appropriate box of the online application form will be treated as final and the same shall not be changed subsequently under any circumstances.
- vi) Any misrepresentation or suppression of information by the candidate in the Online Application, will result in cancellation of his / her candidature or penalty, as decided by the SPC Board, Odisha, be imposed on the candidate.
- vii) In the event of non-availability of sufficient number of eligible women candidates belonging to any particular category, the vacancies or the remaining vacancies will be filled up by the male candidates of that category

9) CERTIFICATE AND DOCUMENTS TO BE ATTACHED

The candidates who shall qualify in the written examination are required to download the hard copy of online application and submit the same during document verification. They are required to submit the true copies of the documents including originals as mentioned below along-with their application form **the candidate are required to mention on the copy of each document submitted by him/her and put their signature & date on the same.**

- i) H.S.C. or equivalent certificate in support of declaration of age issued by the concerned Board / Council.
- ii) Graduation Certificate in respect of educational qualification prescribed for the recruitment & other higher qualification certificates.
- iii) Mark- lists in support of all the aforesaid examinations experience certificate passed including fail marks, if any, issued by the concerned Board / Council / university

The candidates are to upload their documents as required by the system while filling up online application form, failing which their candidature shall be rejected.

- iv) Two recent passport size photographs (unsigned & unattested) which has been uploaded with online application.
- v) In-service certificate from the competent authority mentioning continuation of Government service, wherever applicable.

- vi) Caste certificate by birth in support of claim as SC / ST / SEBC; wherever applicable.
- vii) Required Odia Test pass certificate from the Competent Authority.
- viii) Permanent Disability Certificate (indicating percentage of disability i.e. 40% and more) issued by the concerned Medical Board wherever applicable.
- ix) Discharge Certificate in case of Ex-Serviceman issued by the Commanding Officer of the Unit last served. Ex-Serviceman candidates must submit and affidavit undertaking that he has not been appointed against any civil post after retirement from military service, wherever applicable.
- x) Sports Certificate issued by the Director of Sports Odisha; wherever applicable.
- xi) No objection certificate issued by the competent authority.
- xii) Any proof of Identity.
- xiii) Candidates claiming and belonging to ST / SC/ SEBC category by birth are required to submit copy of the relevant Caste Certificate as mentioned in their online application form and issued by the Competent Authority in the prescribed form.
- xiv) Women candidates belonging to SC /ST/ SEBC are required to submit Caste Certificate by birth showing daughter of Caste Certificates by virtue of marriage (i.e. showing "wife of") Are not acceptable and liable to rejection.
- xv) The competent authorities are : District Magistrate / Collector or Additional District Magistrate or Sub-divisional Magistrate / Sub- Collectors or Executive Magistrates or Revenue Officers, not below the rank of Tahsildar / Additional Tahsildar of Government of Odisha.
- xvi) Degree certificate, Caste certificate, Odia Test pass Certificate, Sports Persons Certificate, Disability Certificate of Persons with Disabilities (indicating % of permanent disability) and Discharge certificate of Ex-servicemen must have been issued by the competent authority within the last date fixed for submission of online application form.

10) Grounds of Rejection of Application:

Applications of candidates will be rejected by the SPC Board, Odisha, on any of the following grounds.

- a) In-complete online application form.
- b) Non-submission of hard copy of online application from at the time of verification of original documents.
- c) Not signing Declaration (full signature) in the hard copy of online application form.
- d) Not coming within the age limit as mentioned in Para- 2 of Advertisement (overage relaxation shall not be allowed to PWD candidates with less than 40% permanent disability / temporary disability).
- e) Not having requisite qualifications as provided under Para -4 of Advertisement.
- f) Not furnishing copies of certificates / documents as provided under Para -9 of Advertisement.
- g) Not passing Odia test (M.E. standard) / not furnishing Odia test pass evidence as prescribed under Para -5 (a) of the advertisement.

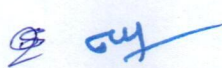
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- h) Submission of wrong information / false information about qualification / Age / OT / Pass evidence / Category status (SC/ST/SEBC/Women/PWD/Ex-servicemen) etc.
- i) Suppression of facts / information about eligibility, if any
- j) Any other ground as per the decision of the SPC Board, Odisha.

Note: Application / candidature of a candidate shall be rejected at any stage of recruitment process, when discrepancy is noticed / detected.

11) How to apply :

- a) Candidates must go through the details of this Advertisement available in the website of <https://ospcboard.odisha.gov.in> before filling up online application form.
- b) Candidates must apply through online in the concerned website of the <https://ospcboard.odisha.gov.in> Applications received through any other mode would not be accepted and liable to be summarily rejected.
- c) Before filling up the online application form, the candidates must go through detailed instructions available at SPC Board, Odisha, portal.
- d) The online application form is automated and system driven and will guide the candidate seamlessly in filling the application form. The requisite options shall be enabled and information shall be asked as per data furnished by the candidate. Before filling up the information, ensure that accurate information is fed, for edit option is limited & on confirmation there is no scope for further edit even if wrongly entry has been made while filling up application.
- e) Candidate are requested to upload scanned image of latest passport size photograph along with scanned image of his/her full signature and scanned image of Left-Hand Thumb Impression (LTI) in the online application form. Uploaded photograph, Specimen (Full) signature and LTI must be clearly identifiable/ visible, otherwise the application of the candidate is liable to be rejected by the SPC Board, Odisha and no representation will be entertained.
- f) Candidates should keep at least two copies of latest passport size photograph which is uploaded to the online application form for future use.
- g) On successful submission of the online Registration "Permanent Account Number (PAN) will be assigned to the applicant. Candidates are required to take a print out of the finally submitted online Registration/ Re-registration and finally submitted Online Application forms and put his/her signature under the declaration for submission to SPC Board, Odisha along with copies of requisite certificates & documents as and when asked.
- h) The candidates are advised to submit the Online Application Form well in advance without waiting for the closing date to avoid last hour rush.
- i) Certificate of admission to the written examination to the eligible candidates will be uploaded in the Website of the SPC Board, Odisha prior to the date of written examination which will be published in Website of SPC Board, Odisha and Newspapers. The candidates are required to download their Admit Card from the SPC Board, Odisha and produce the same at the examination center for admission to the written examination. No separate correspondence will be made on this score.
- j) "Intimation Letters" to candidates for Written Examination, document verification & interview and "Attestation Form" & "Bio-data form" shall be uploaded in the website of SPC Board, Odisha prior to the date of Written Examination/Document Verification/Interview.



- k) Any complaint on the conduct of examination must be sent to the Grievance Wing of the SPC Board, Odisha by e-mail (paribesh1@ospcboard.org) within 05 (Five) days of completion of the examination.

HELP DESK :

For any technical guidance on filling up of Online Application Form, the candidates may contact Help Desk of TCS Ltd, over **Toll Free Telephone Number 02261087548** between 10.00 A.M to 5.30 P.M from Monday to Saturday except Sunday and Public Holidays.

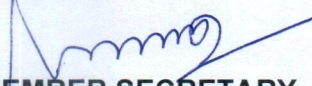
The candidates are required to visit the website of the SPC Board, Odisha for detailed information about important notices, rejection of applications, the date & time of Written Examination/Document Verification/Interview and also keep track of publication of various notices to the effect in the leading local daily newspaper for information.

NB:- THE ONLINE APPLICATIONS, IF FOUND INCORRECT ANY RESPECT IS LIABLE TO BE SUMMARILY REJECTED.


MEMBER SECRETARY

Memo No. 864 /Dt. 20-01-2026

Copy forwarded to M/s. TCS Ltd., Bhubaneswar / CEE, Head IT Cell, SPC Board, Odisha is requested to upload all the advertisement in Board's office Website on Dt.21.01.2026 positively.


MEMBER SECRETARY

