



MANIPUR PUBLIC SERVICE COMMISSION

Advt. No. 7/2017
Dated 21.07.2017

Applications are invited for recruitment to 2 (two) posts of Public Relation Officer in the Information & Public Relations Department, Manipur.

Name of Post	Scale of pay	Class & Service	No. of posts	UR	SC	ST	OBC (M)
Public Relation Officer	Rs. 9,300-34,800/- + Grade Pay of Rs. 4,300/-	GCS Class-II (Group-B)	2	2	-	-	-

2. **Centre of Examination** : Imphal

3. **Period of probation** : 2 (two) years

4. **Eligibility Conditions:** -

- The candidate must be a citizen of India.
- The candidate must be able to speak Manipuri (Meetei/ Meitei Lon) or any of the Tribal dialect of Manipur.
- The candidate must be a permanent resident of Manipur provided that a candidate whose parent or any of his/her ancestors in his/her direct lineage are permanent resident of the State, with proper documentary proof like enrolment in the electoral roll and birth certificate will also be eligible.

iv) **Age:** Not less than 21 years and not more than 38 years as on 5th August, 2017 (upper age limit is relaxable for Govt. servants appointed under the Govt. of Manipur to the extent of the period of continuous services put in the post/service and by 5 years for SC/ST candidates and by 3 years for OBC candidates and a Govt. servant who belongs to SC/ST will get the facility admissible to a Govt. servant in addition to the relaxation admissible to SC/ST candidates.)

(v) **Educational qualifications:**

(a) **Essential**

- Graduate from a recognised University.
- Degree/ Diploma in Journalism or Mass Communication or Public Relation of a recognised University/ Institution [duration of diploma course should be at least 1 (one) year].

(b) **Desirable**

- Good command of English & Manipuri Languages.
- Experience in Journalism/ Publicity works under the Government Department or Organisation.

5. **STARTING AND CLOSING DATE FOR SUBMISSION OF ONLINE APPLICATION:**

The online application should be applied at www.empsconline.gov.in e.f. 25th July, 2017 upto 12:00 midnight of 5th August, 2017 after which the link will be disabled. Submission of application in any other mode will not be entertained.

6. MODE OF SUBMITTING APPLICATIONS:

- (I) Before applying for the post, candidates should register as per "ONE TIME REGISTRATION" scheme through the official website of Manipur Public Service Commission i.e. www.empsconline.gov.in .

Candidates need to upload and full details before applying any post. Once the ONE TIME REGISTRATION is completed, candidates need to fill up and complete his/her PROFILE by submitting all the relevant details. This includes:

- a) Upload Passport Photograph, signature etc.
- b) Add Personal Information.
- c) Add Parents Information.
- d) Add Educational Information.
- e) Add Language and Physical Nature.
- f) Add Experience.

Once the above mentioned processes are completed, only then the candidate can apply for the post.

- (II) Candidates who are already registered user of the portal may directly login and apply.
- (III) Candidates are responsible to ensure correctness of the personal information and secrecy of password and they shall keep in mind the user ID and the mobile number for further communication. Applications which are submitted not in accordance with the instructions will be summarily rejected. Documents to prove qualifications, experience, age, community etc. have to be produced as and when called for by the Commission. Any variance in the documents submitted online and physical documents will be summarily rejected

Fee : Candidates are required to pay a fee of Rs. 300/- for General & OBC and for Rs. 150/- for SC & ST by using net banking, Visa/Master Card/Debit Card through www.empsconline.gov.in portal. No fee is payable for DAP (Differently Abled Candidates)

Note 1: Candidates should note that payment of examination fee can be made only through online mode as mentioned above. Payment of fee through any other mode is neither valid nor acceptable. Application submitted without prescribed fee/mode shall be summarily rejected.

Note 2: Fee once paid shall not be refunded under any circumstances nor can the fee be held in reserve for any other examination or selection.

Note 3: 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 such applicants shall be made available on the Commissions website within 3(three) days after the last date of their fee payment within 10 days from the date of such communication to the Commission. On receipt of documentary proof, genuine fee payment cases will be considered and their applications will be revived, if they are otherwise eligible.

In case of any problem being faced in the processing of the online application, drop a mail at empsconlineissues@gmail.com along with your phone number and problem being faced from your registered user mail ID.

7. All candidates in service other than casual or muster roll will be required to state in the Application Form that they have informed in writing their employer/controlling authority that they have applied for the examination. In case the employer or the controlling authority withholds permission to the candidate's applying at the examination their application will be rejected and his/her candidature will be liable to be cancelled.

8. The eligible candidates shall be issued an **e-Admission Certificate**. The e-Admission certificate will be made available in the MPSC website (www.empsconline.gov.in) for downloading by the candidates from 10th August, 2017. No admission Certificate will be issued from MPSC Office or sent by post.
9. No candidate will be admitted to the Examination unless he/she holds an e-Admission Certificate issued by the Commission for the purpose.
10. The decision of the Commission as to the eligibility or otherwise of a candidate for admission to the Examination shall be final. If on verification at any time before or after the Examination and Interview, it is found that a candidate does not fulfil any of the eligibility condition, his/her candidature for the Examination will be cancelled by the Commission.
11. The written Examination will be held on 28-08-2017.
12. The written examination will consists of 2 (two) papers viz., (i) English-1 hour duration during which the candidates would be expected to answer 50 multiple choice questions (MCQ) & (ii) Journalism, Mass Communication and Public Relations– 2 hours duration during which the candidates would be expected to answer 100 multiple choice questions (MCQ) on Journalism, Mass Communication and Public Relations. The duration of the examination can be changed based on the advice of the Experts with prior information to all candidates. Each correct answer will earn 1 mark whereas each incorrect answer will reduce the total by 0.5 mark. No defined syllabus has been prescribed for the examination. The MCQs will be to test knowledge of English and knowledge of Journalism, Mass Communication and Public Relations expected of a candidate who has a Degree or Diploma in Journalism or Mass Communication or Public Relations. The answers to the MCQ will be uploaded within a day of conclusion of the examination. Any complaints regarding the correctness of the answers to the MCQ should be filed with relevant explanation and proof within 7 days. No complaints on the correctness shall be entertained thereafter. Candidates securing top 8 positions (all candidates securing same or more marks as the 8th rank) in the written test shall be called for Interview for the post of District Information Officer subject to the candidates securing minimum marks to be decided by the Commission. The Interview will be of 20 marks and candidates would be assessed by a Board constituted by the Commission with subject expert(s). The final merit list of the candidates would be based on the total of the written and interview marks. In case more than one candidate have the same total marks then, the candidate securing higher marks in the written examination will be ranked higher. In case both the total and written marks are same, the older (in age) candidate will be ranked higher.


(H. Gyan Prakash)
Secretary,
Manipur Public Service Commission