

Government of India
Ministry of Personnel, P.G. & Pensions
Department of Personnel & Training
STAFF SELECTION COMMISSION
(Southern Region)

II Floor, EVK Sampath Building
College Road, Chennai 600006

No. 11/1/2014-S.R.

Dated : 21st March, 2014

To

Roll No. :

Name :

Address :

Subject: Combined Higher Secondary Level (10+2) Examination, 2013 –
Conduct of Skill Test for the posts of DEO & LDC.

Dear Candidate,

On the basis of the results of written part of the Combined Higher Secondary Level Examination, 2013, I am to inform that you are hereby admitted for Data Entry Skill Test (DEST) for the post of Date Entry Operator (DEO) and Typing Test (TT) for the post of Lower Division Clerk (LDC) on provisional basis. Instructions to Candidates for DEST & TT (on computer) are available in Candidates Corner on the website of the Commission, ssc.nic.in.

2. Venue, date of Skill Test and your Reporting Time are as follows:

Date					
Batch No.(DEO)		Reporting Time		Duration	15 mts
Batch No.(LDC)		Reporting Time		Duration	10 mts
Venue	M/s. TENSOR INFOTECH, I & III FLOOR, RUKSHANA TOWERS, 51/21, HINDI PRACHAR SABHA STREET, T NAGAR, CHENNAI – 600 017 Tel No: 044 - 2434 4799				

3. You should bring this Call letter in original and also the following documents in original for verification and submit copies of the same, duly attested by a Gazetted Officer for record:

- (1) Matriculation School or equivalent certificate, issued by the State/ Central Education Board showing your Date of Birth (in Christian era).
- (2) 12th Standard or equivalent or higher examination from a recognized Board or University (obtained on or before 01.08.2013) along with mark sheet(s).

- (3) Certificates issued by the Competent Authorities, in the format as prescribed in the Notice of the Recruitment in support of your claim to belong to OBC/SC/ST/Exs/PH categories.
- (4) No Objection Certificate, if you are already in service and have claimed age relaxation. NOC is not required if no age relaxation is sought. Candidates working in private sector or PSUs need not produce NOC.
- (5) Two copies of recent passport size photograph (no attestation required)

Note: The **OBC certificate** should have been obtained within 3 years before the date of completion of Skill test. It may be ensured that the OBC certificate in Central Govt. format is obtained. Candidates submitting OBC certificates which are not in format or issued beyond the validity period will be treated under UR category, if otherwise eligible.

4. If you do not produce any of the above-mentioned documents in original along with the attested copies of the same, you will not be admitted for the Skill Test under any circumstances.

5. You should submit an **Attestation Form** duly filled in triplicate and submit the same on the day of Skill Test. The attestation form is available under the head 'FORMS' in Candidates Corner on the Commission's website ssc.nic.in

6. You will have to bear travelling and other expenses on your journey to and from the place of the Test. No contribution will be paid by the Commission. The Commission does not also make arrangements for lodging and boarding of the candidates.

7. Any change in your present postal address should be communicated to this Office at once indicating your Roll No., name of the recruitment and the post applied for.

8. Your candidature is provisional. You must, therefore, ensure that you fulfill all the conditions of eligibility laid down in the advertisement. To avoid any disappointment at a later stage, you are advised to recheck whether you meet all the eligibility criteria laid down as on the crucial date prescribed for the post in question. If, at any stage, it is found that you do not fulfill any of the conditions of eligibility, your candidature will be cancelled and no appeal against such cancellation will be entertained.

9. No change in date/batch will be allowed for any candidate under any circumstances.

10. Please note that the fact that you have been called for the Skill Test does not confer on you any right to be treated as eligible for selection/appointment.