

**(B)(a) EDUCATIONAL QUALIFICATION:**

Candidates should possess the following or its equivalent Qualification on the date of this Notification. Viz. **12.10.2015**

Sl. No.	Name of the Post	Educational Qualification	Technical Qualification
1.	Personal Clerk in Tamil Nadu Public Service Commission	Bachelor's Degree	<p>(i) Must have passed the Government Technical Examination in Typewriting:-</p> <p>both by Higher Grade in Tamil and English</p> <p>and</p> <p>(ii) Must have passed the Government Technical Examination in Shorthand:-</p> <p>both by Higher Grade in Tamil and English</p> <p>Provided that if candidates with the qualifications referred to in items (i) and (ii) above are not available, candidates who have passed the following examinations in the order of preference indicated below will be considered for selection namely: -</p> <p>(a)Government Technical Examination in Typewriting and Shorthand in Tamil both by the Higher Grade and Typewriting and Shorthand in English both by the Lower Grade.</p> <p>(b)Government Technical Examination in Typewriting and Shorthand in English both by the Higher Grade and Typewriting and Shorthand in Tamil both by the Lower Grade.</p> <p>(iii) Certificate course in Computer on Office Automation awarded by the Technical Education Department.</p> <p><b>Note:</b></p> <p>Candidates who do not possess the qualification in "Computer on Office Automation" conducted by the Technical Education Department may also apply. If selected they should acquire such qualification within the period of their probation.</p>

2.	<b>Assistant</b> in Commissioner of Revenue Administration	<p align="center"><b>Educational Qualification</b></p> <p align="center">A degree of B.A., or B.Sc., or B.Com., of any University or B.O.L of Annamalai University or B.B.A of Madurai Kamarajar University or B.Litt., of Madras University or B.B.M or B. Litt., of Bharathiyar University</p>
3.	<p><b>Assistant in the following departments</b></p> <p>Civil Supplies and Consumer Production, Industries and Commerce, Land Administration, Land Reforms, Prison, Medical and Rural Health Services, Transport, Registration, Rural Development and Panchayat Raj, Backward Classes, Fisheries, Technical Education, National Cadet Corps, Public Health and Preventive Medicine, School Education, Vigilance and Anti- Corruption, Survey and Land Records, Urban Land Ceiling and Urban Land Tax Departments, Divisions of Commercial Taxes and Tamil Nadu Public Service Commission</p>	<p align="center">Any Degree</p>
4.	<p><b>Planning Junior Assistant, Tamil Nadu State Planning Commission</b></p>	<p align="center">A degree of B.A., or B.Sc., or B.Com., of any University</p>

5.	<b>Assistant in Finance Department in the Tamil Nadu Secretariat</b>	A Bachelor's degree in Commerce or Economics or Statistics of any University or Institution recognised by the University Grants Commission
6.	<b>Lower Division Clerk</b> in Tamil Nadu Legislative Assembly Secretariat	B.A., or B.Sc., or B.Com., of any University recognised by the University Grants Commission
7.	<b>Junior Co-operative Auditor</b>	A degree of B.B.M. Degree or B.Com. Degree or B.Com (Computer Application) Degree or B.A. (Co-operation) Degree or B.A. (Economics) Degree or B.A. (Corporate Secretaryship) Degree or B.B.E. Degree awarded by any University

**Note:**

- (1) The said qualification prescribed educational qualification for these posts should have been obtained by passing the required qualification in the order of studies 10<sup>th</sup>, HSC, UG Degree and PG Degree.
- (2) Persons claiming equivalence of qualification should furnish the details of evidence for such claim when called for, failing which their application will be summarily rejected.

**(For further details refer para-10 of the 'Instructions to the candidates').**

**(b) Knowledge of Tamil:-**

Candidates should possess adequate knowledge of Tamil on the date of this Notification.  
**(for details refer para 11 of the 'Instructions to the candidates')**

**4. GENERAL INFORMATION:-**

- A. The rule of reservation of appointments is applicable separately to each post/ Divisions in respect of post of Assistant in Commercial Tax Department and the Distribution of vacancies will be announced later.
- 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 all vacancies in Direct Recruitment on preferential basis to persons who studied the **Prescribed Qualification Tamil Medium**. The 20% reservation of vacancies on preferential allotment to **Persons Studied in Tamil Medium (PSTM)** will apply for this recruitment. (Candidates claiming this reservation should have studied the prescribed qualification for the post in Tamil Medium and should have the certificate for the same. Having written the examinations