



GOVERNMENT OF TAMIL NADU
MEDICAL SERVICES RECRUITMENT BOARD(MRB)
7thFloor, DMS Buildings, 359, Anna Salai, Teynampet, Chennai-6.
Website: <https://www.mrb.tn.gov.in>

NOTIFICATION NO: 06/MRB/2025

DATE: 28.03.2025

1. Applications are invited only through online mode up to 17.04.2025 for Direct Recruitment to the post of Senior Analyst on temporary basis in Tamil Nadu Food Safety Service:

Sl. No	Name of the Post	No. of Vacancies
1.	Senior Analyst	14

2. DISTRIBUTION OF VACANCIES:

Category	General	Women	PSTM		Total Vacancies
			G	W	
GT	2	1	1		4
BC	2	1	1		4
MBC/DNC	2	1			3
SC	1	1			2
SC(A)				1	1
TOTAL	7	4	2	1	14

3. IMPORTANT DATES:

Date of Notification in Website	28.03.2025
Commencement of submission of application through Online mode	28.03.2025
Last date for submission of Application (Online Registration & Online payment)	17.04.2025
Date of Computer Based Examination	Will be intimated later

Note: Words of Masculine gender in these instructions should wherever the context so requires, be taken to include females.

4. **SCALE OF PAY (in Rs.):** Level-22 Rs.56100-205700 (Details can be seen in Annexure-6 of this Notification).

5. **RESERVATION AND RELATED INFORMATION:**

a.	The rule of reservation is applicable as per the rules in force. Detailed instructions with regard to reservation can be seen in Annexure-2 of this Notification.
b.	The number of vacancies advertised is only an indicative number and is liable for change with reference to vacancy position at any time before finalisation of selection for appointment. The appointing authority shall issue appointment orders in phases based on the actual vacancies available at the time of appointment.
c.	Defence personnel released or likely to be released from the Armed Forces due to disability incurred in forward areas while on duty, will also be selected if they are found to be otherwise qualified and if the Medical authorities are satisfied that the disability is not such as would render them incapable of efficiently Discharging the duties of a Senior Analyst.
d.	If no qualified and suitable women candidates are available for selection against the vacancies reserved for them, those vacancies will be filled by male Candidates belonging to the respective communal categories.
e.	Separate reservation of 3.5% within the 30% reservation available for Backward Classes is applicable to Backward Class Muslims (BCMs). All the concessions / relaxations / benefits applicable to BC candidates are applicable to BC Muslim candidates as well.
f.	The expression B.C (i.e. Backward Class) wherever it occurs including online application form, should be read as "B.C.(other than BCM) and B.C. (Muslims)", [BCMs denotes Backward Class Muslims].
g.	<u>Person Studied in Tamil Medium (PSTM)</u> Section 2(d) of the Tamil Nadu Appointment on Preferential Basis in the Services under the State of Persons Studied in Tamil Medium (Amendment) Act,

2020, states that Person studied in Tamil medium means a person who has studied through Tamil medium of instruction up to the educational qualification prescribed for direct recruitment in the rules or regulations or orders applicable to any appointment in the services under the State". (Those candidates who claim PSTM Reservation should produce the certificate as in Annexure-9)

6. QUALIFICATION:

6A. AGE (as on 01.07.2025):

Sl. No	Category of Candidates	Maximum Age
a.	SCs, SC(A)s, STs, MBC&DNCs, BCs, BCMs (including Ex-Servicemen belonging to these communities)	No Maximum Age Limit
b.	(i) Others	*32 Years as on 01.07.2025
	(ii) Differently Abled Candidate to "Others"	*42 Years as on 01.07.2025
	(iii) Ex-Servicemen Belonging to "Others"	*50 Years as on 01.07.2025

***Note: (No Maximum age limit shall mean that the candidates should not have completed 60 years of age as on 1.7.2025 or at the time of selection / appointment to the post)**

(As per orders issued in G.O.(Ms).No.91,Human Resources Management Department, Dated: 13.09.2021)**

Note:

1. Sub-Section 8 of Section 20 of the Tamil Nadu Government Servants (Conditions of Service) Act-2016 shall be applicable to this recruitment.

2. Applicants not belonging to SCs, SC(A)s, STs, MBC&DNCs, BCs, BCMs who have put in 5 years or more of service in the State/ Central Government are not eligible to apply even if they are within the age limit.

Age Concession for Ex-servicemen:-

“Notwithstanding anything contained in the Act or in the special rules for the various State and Subordinate Services, an ex-serviceman who has not completed 50 years of age, if he does not belong to Scheduled Caste, Scheduled Tribe or Backward Class and 55 years, if he belongs to Scheduled Caste, Scheduled Tribe or Backward Class on 1st July of the year in which the selection for appointment is made, but is otherwise qualified and whose name is suggested by a local Employment Exchange for appointment to a vacancy under the Government notified to it shall be eligible for such appointment.

“Persons serving in the Armed Forces shall be eligible to apply for posts under the Government if they are due to Complete the specified term of their engagement in the Armed forces within one year from the last date prescribed by the appropriate authority for receipt of the application in respect of a particular recruitment. All such candidates while making their applications shall submit a self-undertaking and a form of certificate from their Commanding Officer.

[Section 63 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.]

APPLICANTS IN UNION/STATE GOVERNMENT SERVICE:

That on the date of Notification for the purpose of direct recruitment he was not in the service of the Indian Union or of a State in India.

Note:-

For the purpose of this clause a person will be deemed to be not in the service of the Indian Union or of a State in India.

- i. If a period of five years has not elapsed since his first appointment to a service of the Indian Union or of a State in India.
- ii. If he belongs to one of the Scheduled Castes or Scheduled Castes (Arunthathiyars) or Scheduled Tribes or to one of the MBC/DNC, Backward Classes and Backward Classes (Muslims).

6B. EDUCATIONAL QUALIFICATION:

The Candidates should possess the educational qualification, technical qualification and experience prescribed for the post, on the date of notification.

For Senior Analyst

A Degree in Science with Chemistry or
- Biochemistry or Food Technology or Food and
Drugs with experience for a period of not less than
four years in the analysis of food.

(OR)

A Master's Degree in Chemistry or Biochemistry
or Food Technology or Microbiology or Food and
Drugs with experience for a period of not less than
two years in the analysis of food.

Note: Orders issued in G.O.(D).No.133, Human Resources Management (M) Department, Dated: 01.12.2021 and G.O.Ms.No.208, Health and Family Welfare (C2) Department, Dated: 11.07.2022 are applicable to this notification. (Candidates should undergo the Tamil Eligibility Test (SSLC Standard) (Minimum Qualifying Marks- 40%) in any of the session as decided by the Board on the day of the competitive examination for the post of Senior Analyst which will be intimated later. (Marks secured in the Tamil

Eligibility Test (SSLC Standard) will not be taken into account for ranking). Candidates those who have qualified in Tamil Eligibility Test (SSLC Standard) by obtaining minimum qualifying marks of 40% alone are eligible for arriving the merit list prescribed for this post.

If a candidate possesses an equivalence of qualification other than one mentioned in the notification and if Government orders to this effect have been issued on or before the date of this notification, candidates should furnish the details of the same while applying and should upload a copy of the Government order at the time of uploading of documents, failing which his/her candidature will be rejected after due process. The Government orders regarding equivalence of qualification issued after the date of this notification will not be considered for this recruitment.

6C. CITIZENSHIP:

That he is–

- (i) A citizen of India; or
- (ii) A subject of Nepal or Bhutan; or
- (iii) A person of Indian Origin who has migrated from Pakistan, Burma, Sri Lanka, Vietnam, East African countries of Kenya, Uganda, the United Republic of Tanzania (formerly Tankaika and Zanzibar) Zambia, Malawi, Zaire and Ethiopia with the intention of permanently settling in India.
- (iv) An applicant belonging to categories (iii) or a subject of Nepal or Bhutan should also obtain a certificate of eligibility given by the Government of Tamil Nadu.
- (v) An applicant in whose case a certificate of eligibility is necessary will be admitted to an examination or interview and he will provisionally be appointed subject to the necessary certificate being given to him by the Government of Tamil Nadu.

6D. CONDITIONS AND QUALIFICATION:

- a. The claims of the candidates with regard to the date of birth, educational/technical qualifications/experience and community are accepted only on the information furnished by them in their on-line application without physical verification of their claims. Their candidature, therefore will be provisional and subject to the Board satisfying itself, about their age, educational/technical qualifications/experience, community etc. The candidature, is therefore, provisional at all stages and the Board reserves the right to reject any candidature at any stage, even after the selection has been made.
- b. Candidates who consider themselves eligible to appear in an examination may apply and write the examination at their own risk, with an undertaking/declaration to that effect viz. before appearing for the examination, it should be ensured by the candidate that on the date of Notification of a post he fulfils all the conditions in regard to age, educational qualifications, etc. as provided in the rules. The candidature of candidates, if found ineligible shall stand cancelled, even after declaration of the result.

- c. Candidate shall not have any adverse character or antecedents.
- d. Candidate shall not have more than a living spouse
- e. Candidates already working in Government Medical Institution shall produce a No Objection Certificate obtained from **the concerned appointing authority where the** Candidates already working in other Public-Sector Undertaking or Local Bodies as in Annexure-5 of this Notification at the time of certificate verification (if provisionally selected)
- f. If a candidate claims equivalent Qualification the onus of providing the same rests with the candidate.
- g. The selection for appointment to the above said post 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.

7. **SCHEME OF EXAMINATION (OBJECTIVE TYPE)**

Subject	Duration	Maximum Marks	Minimum Qualifying marks(%)	
			SC/SCA/ST	Others
Tamil Language Eligibility Test* (10 th Standard Level)	1:00 Hour	50	40%	40%
Computer Based Test Objective type single paper Exam for Senior Analyst	2:00 Hours	100	30	35

(* As per G.O.Ms.No.208, Health and Family Welfare (C2) Department, Dated: 11.07.2022)
The differently abled person candidates are exempted from writing the TET as per G.O.Ms.No.49 Human Resources (M) Department, Dated: 23.05.2022.

Note:-

- The question paper in the subject will be set in **English** only and will contain 100 objective type questions. The Questions will be in the standard of Under Graduate Level (For Syllabus Refer Annexure-10 of the Detailed Instructions).
- There will be no negative mark for the wrong answer and no oral Test(Interview) for the post.

Normalization of the marks:

The Computer Based Examination is conducted in multiple sessions. Whenever Computer Based Examination is conducted in multiple sessions based on the same syllabus, same pattern for candidates having same eligibility criteria, the raw marks obtained by the candidates in different sessions will be converted to normalized marks. A candidate will be permitted to appear only in one session. Attending more than one session will automatically leads to disqualification of the candidature and no further correspondence in this regard will be entertained.

In case the examinations are conducted in only one session, actual marks obtained by the candidates will only be considered for calculating the Merit List.

Calculation of normalized marks for multi-session papers:

In case of multi-session papers, a suitable normalization is applied to take into account any variation in the difficulty levels of the question papers across different sessions. The following Normalization formula for calculating the normalized marks for the multi-session paper is adopted as followed in various Competitive Examinations in India.

Score Normalization using Mean and Standard Deviation of Base Standard and Target Batch.

In this method there are following 3 factors:

- A) Ratio of SD of Base / Standard Batch to SD of Targeted Batch
 - B) Difference of Score of Candidates and Average Score of the Target Batch
 - c) Average Score of Base / Standard Batch
- Normalized Score = A x B + C

Batch with maximum average with minimum 70% of the overall average attendance is considered as the Base / Standard Batch.

$$X_n = (S_2 / S_1) * (X - X_{av}) + Y_{av}$$

Where:

X_n = Normalized Score of Targeted batch

S₂ = Standard Deviation of Score of Candidate for Standard batch

S₁ = Standard Deviation of Score of Candidate for Targeted batch

X = Score of Candidate in Targeted batch whose Normalized score is to be calculated.

X_{av} = Average score of candidate in targeted batch. Y_{av} = Average score of candidate in standard batch.

Supposing set 1 is to be scaled against set 2 (which is declared as standard)

8. CENTRE FOR EXAMINATION:

- i) Examination will be conducted in one or more of the centres in all the districts. The Board reserves the right to increase or decrease the number of examination centres depending on administrative exigencies.
- ii) Candidates should appear for the examination at their own expenses and no TA/DA will be paid.

9. PROCEDURE OF SELECTION:

- i. Candidates should undergo the Tamil Eligibility Test (SSLC Standard) in any of the session decided by the Board on the day of the competitive examination for the post of Senior Analyst. (Marks secured in the Tamil Eligibility Test (SSLC Standard) will not be taken into account for ranking. Candidates those who have qualified in Tamil Eligibility Test (SSLC Standard) by obtaining minimum qualifying marks of 40% alone are eligible for corrections of the subject paper prescribed for this post.
- ii. Selection will be made based on the marks obtained in the Computer Based Test and duly following the rules of reservation and communal rotation of Government of Tamil Nadu and other conditions stipulated in this notification.
- iii. Short-listed candidates will be called for verification of the original certificates as claimed in their on-line application form (as detailed in Annexure-3 of this Notification).
- iv. There will be No Oral Test for the post.

10. EXAMINATION FEE AND SERVICE CHARGE:

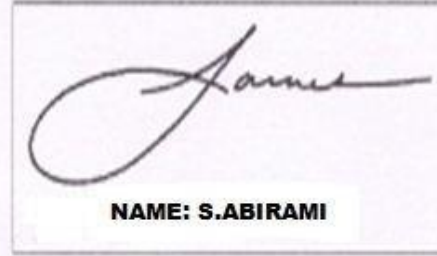
SC/SCA/ST/DAP(PH)	Rs. 500/-	Others	Rs.1000/-
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Online application once registered/completed will not be allowed to be withdrawn and/or the fee paid towards the registration/application will not be refunded / adjusted for any reason.

11. ON-LINE REGISTRATION:

- a. Interested candidates are first required to log on to the Medical Services Recruitment Board's website www.mrb.tn.gov.in
- b. On the Home Page, click "Online Registration" to open up the On-Line Application Form.
- c. Select the name of the post of Senior Analyst
- d. All the required particulars be entered without skipping any field.
- e. **Mobile number and e-mail ID are mandatory. All communication from MRB will be sent to the registered mobile number by SMS and registered e-mail ID ONLY. No Communication will be sent by Post.**
- f. Candidates are required to upload their scanned copy of colour photograph and, scanned copy of signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature. An online application is incomplete without the Photograph and Signature upload.





- g. At the time of application, candidate need to apply only in online mode. **Candidate shall not send copies of certificates / printed application to MRB.** In the online application, candidates need to furnish the details such as: Community Certificate number; Issuing Authority; Date of issue, in support of the claims made with regard to Community, Medical Council/ Board Registration etc., failing which the application will not be considered under the respective categories.

Please read the instructions on “How to Apply On-line” in Annexure-1.

12. HALL TICKETS:

- a. The Hall Tickets for eligible candidates will be made available in the Board’s Website www.mrb.tn.gov.in for download. No Hall Tickets will be sent by post. Intimation regarding the availability of hall ticket for download will be sent to the registered email ID / SMS to the registered mobile number.
- b. The candidates, applying for the examination should ensure that they fulfill all eligibility conditions for admission to examination. Their admission to the examination is purely provisional subject to satisfying of the eligibility conditions. Mere issue of Hall ticket to the candidate will not imply that his/her candidature has been fully cleared by the Board.

13. COMMUNICATION WITH THE MRB:

- i. Any communication intended for the Board must be made in writing and addressed only to the Medical Services Recruitment Board, 7th floor, DMS Buildings, 359, Anna Salai, Teynampet, Chennai 600 006.
- ii. If a reply is sought, it must be accompanied by an envelope affixed with sufficient postage stamps with the address to which the reply is to be sent.
- iii. Communications asking for reasons for non-selection and request for exemption from age limit or other qualifications will receive no attention.
- iv. The Board will receive communication only from candidates. Communication in the name of pleader or agent will receive no attention.
- v. Requests for furnishing causes of failure in Computer Based Test or for non-selection on the results of the Test or revaluation will not be complied with.
- vi. All candidates who appeared for the Test merit list will be published in MRB website for the candidates cleared in Tamil Eligibility Test.

- vii. After the selection is made by the Board, the list of selected candidates will be sent to Appointing Authority for Appointment to the selected post.
- viii. Any claim relating to the selection should be received within 10 days from the date of announcement of results. Claims received thereafter will not be considered.
- ix. During the process of recruitment, from Notification till completion of selection process, No information / clarification on the selection particulars / details will be furnished to any petitions / representations including petitions received under Right to Information Act, CM cell petitions.

14. CERTIFICATE OF PHYSICAL FITNESS-

Candidates provisionally selected for appointment to the posts will be required to produce a certificate of physical fitness after their selection in the form prescribed for "Executive Posts". The Standard of vision prescribed for the posts is "Standard —III" or better

15. SPECIAL INSTRUCTIONS:

All the candidates wishing to apply shall abide by the following undertaking and declaration in the on-line application. In addition, candidates who are called for certificate verification shall submit the following undertaking / declaration in writing to the Board.

WARNING

- All recruitments by the Medical Services Recruitment Board are purely merit based.
- The Medical Services Recruitment Board hereby cautions the applicants against touts and agents who may cheat, by making false promises of securing jobs through unfair means.
- The Medical Services Recruitment Board shall not be responsible or liable for any loss that may be caused to any applicant on account of indulging in any sort of dealings with such unscrupulous elements.
- Applicants are solely responsible for their claims in the online application. They cannot blame service providers like internet cafes/browsing centres / Common Service centres for the mistakes made while applying online for recruitment. Applicants are advised to check the filled in online application along with required documents before finally submitting the same.

- **The applicants shall mandatorily upload the certificates / documents (in support of all the claims made / details furnished in the online application) at the time of submission of online application itself. It shall be ensured by the applicants that the online application shall not be submitted without uploading the required certificates.**

- **Applicants are directed to read all the information / instructions / guidelines given in this notification and the Board's "Instructions to applicants" before applying for this recruitment. Clarification if any required, may be obtained over phone and email well ahead of the last date for submission of online application. Candidates should follow the instructions given in the online application also.**

A. UNDERTAKING BY THE CANDIDATE

- i) In the event of selection, the candidate shall be willing to serve in Government Medical Institution of the state.

- ii) Successful candidate shall join duty within the stipulated time from the date of receipt of appointment orders as instructed by the appointing authorities and shall not claim extension of joining time citing that he was undergoing higher studies or for any other reason. He shall abide by the condition that his/her name will be removed from the approved list without assigning any reasons therefore, if he/she fails to join duty within the stipulated time.

- iii) He shall abide by the condition that if he is selected and appointed as Senior Analyst, after joining duty, he shall not be permitted to undergo any course within the period of two years excluding the period of leave.

- iv) If the candidate is under any contractual obligation, to serve under any State Government / Central Government / Private Institutions he must produce a No Objection Certificate from the Appointing Authority concerned.

B. DECLARATION BY THE CANDIDATE

- I. I hereby declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and believe. In the event of any information being found false or incorrect or ineligibility being detected before or after the selection, action can be taken against me by the MRB.
- II. I hereby declare that I will not be a party to any kind of canvassing on my behalf.
- III. I further declare that I fulfill all the eligibility conditions prescribed for admission to this post.
- IV. I have informed my employer in writing that I am applying for this post and furnish the NOC for this purpose (if applicable).
- V. I have gone through the instructions etc. to candidates and the Board's Notification for this recruitment, before filling up the application form and I am eligible to apply for this post.
- VI. I declare that I possess the Medical Standards prescribed for the post(s) which I am now applying.
- VII. I certify that I have not been debarred / disqualified by the Board or any other recruiting agency.
- VIII. I am not a dismissed Government Employee.
- IX. There is no criminal case filed against me in the Police Station/Court.
- X. There is no Vigilance Case filed against me.
- XI. I hereby declare that my character / antecedents are suitable for appointment to this post.
- XII. I declare that I do not have more than one living spouse.

(Signature of the candidate)

16. Candidates are advised to read and familiarize themselves with this detailed Notification before filling online application in www.mrb.tn.gov.in

MEMBER SECRETARY

DETAILED INSTRUCTIONS IN ANNEXURE

Annexure No.	Detail
1	How to Apply On-line?
2	Reservation (Communal category and Women)
3	List of Documents to be produced at the time of Certificate Verification
4	Disqualification / Debarment
5	No Objection Certificate
6	Pay
7	Undertaking and Certificate to be furnished by Serving personnel
8	Form of Experience Certificate by the Candidate
9	Certificate of Person Studied in Tamil Medium
10	Syllabus

ANNEXURE - 1

HOW TO APPLY ON-LINE?

- a. Candidates should apply only through online in the Board's Website www.mrb.tn.gov.in.
- b. Before applying, the candidates should keep a scanned image of their colour photograph with a placard indicating name of candidate and date of taking photograph and scanned image of their signature. (Preferably stored in a CD/DVD/Pen drive as per their convenience) as detailed in Para 11 (f) of detailed Notification.
- c. A valid e-mail ID and Mobile Number is mandatory for registration. Email ID and the given mobile number should be kept active till the declaration of results. MRB will send intimation regarding certificate verification, Other Messages only through the registered e-mail ID.
- d. Please note that all the particulars mentioned in the online application including Name of the Candidate, Post Applied, Communal Category, Date of birth, Address, Email ID, etc. will be considered as final and **no modifications will be allowed after the last date specified for applying online**. Candidates are requested to fill in the online application form with utmost care as no correspondence regarding change of details will be entertained.
- e. The candidates shall register their mobile number in the application to receive SMSs. **All communication from the MRB will be through e-mail and SMS to the candidate's registered email ID /mobile number only.**
- f. Payment of fee can be done through on-line mode only.

Online Payment (Net Banking, Credit card /Debit card)

- g. In case of candidate wishes to pay fees through the online payment gateway, i.e. Net Banking, Credit Card, Debit card and Mobile Wallet Payment, **an additional page of the application form will be displayed** wherein candidates may follow the instructions and fill in the requisite details to make payment.
- h. After submitting your payment information in the online application form, please wait for the intimation from the server, **DO NOT press Back or Refresh button in order to avoid double charge.**
- i. If the online transaction has been successfully completed a Registration Number and Password will be generated. Candidates should note the same for future reference.
- j. Online Application Registration will be taken as successful one, only if the payment is made and submitting the same online.

- k. If the transaction is successful, Registration Slip will be generated. Candidates are advised to take a printout of Registration Slip (copy of filled-in application form) for future reference.

Print Option:

- l. After submitting the application, candidates can save/ print their application in PDF format.
- m. On entering Registration Number and password, Candidates can download their application and print, if required.
- n. Candidates need not send the printout of the online application or any other supporting documents to the Board. The certificates will be normally verified only when the candidates become eligible for next stage of selection.

The certificates produced in support of claim(s) made by the candidates, as per Notification, should be, whenever required as directed by the Board without fail.

Note:

- i. Candidates are advised in their own interest to apply on-line and remit fee much before the closing date and not to wait till the last date to avoid last- minute internet connectivity issues.
- ii. MRB will not be responsible for delayed submission.
- iii. **Under no circumstances, a candidate should share/mention e-mail ID or Mobile Number with any other person. In case a candidate does not have a valid personal e-mail ID, they should create a new e- mail ID before applying on-line and must maintain that email account.**
- iv. No modification in fee payment through on-line mode is permitted.
- v. Candidates should carefully fill in the details in the On-Line Application at the appropriate places and click on the "SUBMIT" button at the end of the On-Line Application format. Before pressing the "SUBMIT" button, candidates are advised to verify each and every particular filled in the application. The name of the candidate or his / her father/ husband's name etc. should be spelt correctly in the application as it appears in the certificates. Any change/alteration found may disqualify the candidature.
- vi. Any clarification regarding on-line registration may be obtained from the Help Desk Phone No. **XXXXXXXXXXXX** between 09.00 am to 05.00 pm from Monday to Saturday.

ANNEXURE - 2

RESERVATION (Communal Category and Women)

The rule of reservation and communal rotation is applicable as per the existing orders of the Government of Tamil Nadu in this regard. Candidates belonging to the Scheduled Castes, Scheduled Caste (Arunthathiyars), Scheduled Tribes, Most Backward Classes/ Denotified Communities, Backward Classes (other than Muslim) and the Backward Classes (Muslim) will also be eligible for selection against the vacancies to be filled under General turns on the basis of merit and where a Scheduled Caste/Scheduled Caste (Arunthathiyars)/ Scheduled Tribe, Most Backward Class/ Denotified Community or Backward Class (other than Muslim)/Backward Class (Muslim) candidate is selected on the basis of merit against the General turn, the vacancy reserved for them will not in any way be affected.

List for Scheduled Castes, Scheduled Tribes, Most Backward Classes/ Denotified Communities and Backward Classes and Backward Classes(Muslim) can be seen in the Document section under the Instructions to the candidates in MRB website in http://www.mrb.tn.gov.in /pdf/ MRB_LIST_COMMUNITIES_020614.pdf

Note:-

- (i) Persons belonging to Tamil Nadu, and to one of the communities mentioned in the lists indicated above alone shall be treated as Scheduled Caste or Scheduled Tribe or Most Backward Classes/ Denotified Communities or Backward Classes and Backward Classes(Muslim) as the case may be. Persons belonging to other States shall not be treated as belonging to the Scheduled Caste or Scheduled Tribe or Most Backward Classes/ Denotified Communities or Backward Class and Backward Class (Muslim) even though they may belong to one of the Communities specified in the list.
- (ii) Persons belonging to Christian Communities, who are converts from any Hindu Community included in the list of Backward Classes will be considered as Backward Classes with effect from 24-2-1986.
- (iii) A member of the Scheduled Caste on conversion to Christianity will be considered only under Backward Classes (other than Muslim) and not under Scheduled Castes.
- (iv) Arunthathiyar” refers to, Arunthathiyar, Chakkiliyan, Madari, Madiga, Pagadai, Thoti and Adi Andhra.
- (v) Devendrakula velalar refers to (Devendrakulathan, Kadaiyan (excluding in the coastal areas of Tirunelveli, Thoothukudi, Ramanathapuram, Pudukottai, Thanjavur, Tiruvarur and Nagapattinam districts) Kalladi, Kudumban, Pallan, Pannadi, Vathiriyar.

Reservation for Person Studied in Tamil Medium

- (I) Section 2 (d) of the Tamil Nadu Appointment on Preferential Basis in the Services under the State of Persons Studied in Tamil Medium (Amendment) Act, 2020, states that **Person studied in**

Tamil medium means a person who has studied through Tamil medium of instruction up to the educational qualification prescribed for direct recruitment in the rules or regulations or orders applicable to any appointment in the services under the State'.

- (II) Candidates claiming to be Persons studied in Tamil Medium (PSTM) must upload / produce evidence for the same, in the form of SSLC, HSC, Transfer Certificate, Provisional Certificate, Convocation Certificate, Degree Certificate, PG Degree Certificate, Mark Sheets, Certificate from the Board or University or from the Institution, as the case may be, with a recording that he had studied **the entire duration of the respective course(s) through Tamil medium of instruction** at the time of submission of online application.
- (III) Candidates must upload / produce documents at the time of submission of online application as evidence of having studied in the Tamil medium, **all educational qualification up to the educational qualification prescribed.**
- (IV) If no such document as evidence for Person Studied in Tamil Medium is available, a certificate from the Principal/Head Master/ District Educational Officer / Chief Educational Officer / District Adidravidar Welfare Officer/Registrar/Controller of Examinations /Head /Director of the Educational Institution /Director/ Joint Director of Technical Education / Registrar of Universities as the case may be, in the format as in Annexure-9 must be uploaded / produced, for each and every educational qualification up to the educational qualification prescribed.
- (V) Failure to upload/ produce such documents as evidence for Persons Studied in Tamil Medium' for all educational qualification up to the educational qualification prescribed, shall result in the rejection of candidature after due process.
- (VI) Documents uploaded / produced as proof of having studied in Tamil medium, for the partial duration of any course / private appearance at any examination shall not be accepted and shall result in the rejection of candidature after due process.

Reservation in Employment for Transgender:-

- a. The Transgender candidates, who identify themselves as “Female” shall be considered against both 30% reservation for women as well as 70% reservation for the General category (both Men & Women).
- b. The Transgender candidates, who identify themselves as “Male” or “Transgender”, shall be considered against the 70% reservation for the General category (both Men & Women).

The above concessions shall be granted subject to production of certificate identifying them as Transgender of Transgender (Male) or Transgender (Female), as the case may be, issued by the “Tamil Nadu Transgender Welfare Board (TNTGWB).”

Reservation for Women:

The Rule of 30% reservation of appointments for female candidates will be followed. Accordingly, due number of vacancies out of the total vacancies in each communal category will be reserved for female candidates. If no qualified and suitable female candidates are available for selection against such vacancies, those vacancies shall be filled by male candidates belonging to the respective communal categories.

Reservation for Ex-servicemen:

5 % of the substantive vacancies in the cadre of Senior Analyst has been reserved for member of the service who were deputed for military duty and for non-service candidates who rendered military service in connection with Short Service Commission or Regular Service Commission as per G.O.(Ms) No.341, Health and Family Welfare (B1) Department, Dated: 05.08.2021 and G.O.(Ms) No.400, Health and Family Welfare (B1) Department, Dated: 29.12.2023.

ANNEXURE - 3

List of Documents to be produced at the time of Certificate Verification

- a. Evidence of Date of Birth (SSLC/ HSC)
- b. Community certificate from the competent authority of Government of Tamil Nadu (Permanent Community Certificate)
- c. (i) Evidence of Educational qualification (SSLC, HSC, Degree/ PG Degree / work experience certificate if any).

(ii) Experience Certificate as in Annexure-8.
- d. Certificate of character and conduct issued by Group A or Group B Officer on or after the date of issue of this Notification.
- e. Certificate of character and conduct issued by the Head of the Institution in which he / she last studied.
- f. Persons studied in Tamil Medium Certificate as in Annexure-9 of this Notification.
- g. No Objection Certificate from the Appointing Authority concerned (if applicable)
- h. An undertaking and declaration as in para 15A and 15B of this Notification to be given during Certificate Verification.
- i. In respect of Ex-Servicemen, they have to produce the Discharge Certificate, PPO No. in case if he is already Discharged. If the candidate is serving personnel to be discharged within one year from the last date of receipt of the application of this notification, he has to produce an undertaking given by the candidate in Annexure 7A & Form of Certificate for serving personnel in Annexure 7B of this notification. (If applicable)
- j. Any one of the photo ID Card issued by a Government Authority (other than PAN card), depicting the Address for communication or permanent Address furnished in the online application.

- k. Government Order for equivalence of the qualification to the prescribed qualification (If applicable)
- l. Transgender ID Card with Gender (If applicable)
- m. Gazette copy for name change (If applicable)
- n. Documents / Court Orders proving acquitted / conviction of FIR in case of pending cases for criminal cases registered (If applicable)

PRODUCTION OF EVIDENCE FOR CLAIMS MADE IN THE APPLICATION

The Original Certificates in support of the claims made in the application, should be produced at the time of attending the certificate verification, when called for. One set of duly attested photo copies of all certificates along with two copies of colour photograph identical to the one uploaded in the application, should also be handed over while attending the certificate verification, when called for by recording his/her registration number on the reverse side on the colour photo.

(a) Evidence of date of birth

- (i) The Secondary School-Leaving Certificate; or
- (ii) A certificate from a University or college or School authority showing date of birth, according to the University or College or School Records (The certificate of Baptism or extract from Register of Births cannot be accepted) or
- (iii) Extract from the Service Register showing date of birth in respect of persons holding regular appointment under the state Government.

(b) Community Certificate

In the case of an applicant who claims to be a member of SC/ SC(A) or ST or MBC/DNC or BC (Other than BC(M) or BC(M), a certificate from the following authority noted against each should be produced in the form as specified in G.O.Ms. No. 781, Revenue department, dated 2nd May 1988: -

Sl.No.	Name of the Community	Competent authority to issue the certificate
1.	ST	R.D.O/ Asst. Collector/Sub Collector/ Personal Assistant(General) to the Collector of Chennai/ District AdiDravidar Welfare Officer.
2.	SC/SC(A)	Taluk Tahsildar.
3.	MBC / DNC, BC (other than Muslim and BC(M)	Revenue Officer not lower in rank than a Tahsildar or Head Quarters Deputy

		Tahsildar or Special Deputy Tahsildar appointed to issue Community Certificate. Additional Head Quarters Deputy Tahsildar and Zonal Deputy Tahsildar
4.	Thottia Naicker (including Rajakambalam, Gollavar, Sillavar, Thockalavar, Thozhuva Naicker and Erragollar) included in the list of MBC/DNC)	Head Quarters Deputy Tahsildar

Community Certificate should have been issued by the competent authorities referred to above, in whose jurisdiction the candidate claims to have permanent residence, after personal enquiries and proper verification. The certificate obtained by the candidates in the form other than the one prescribed in G.O.Ms.No. 781, Revenue department, dated 2nd May 1988 and solely based on the entries in S.S.L.C or Transfer Certificate or other School/College records will not be accepted.

Candidates are warned that if the community recorded in the certificate produced by them from the competent authority is not included in the list of Scheduled Castes, Scheduled Tribes, Most Backward Classes/ Denotified Communities or Backward classes given in the list of communities in http://www.mrb.tn.gov.in/pdf/MRB_LIST_COMMUNITIES_020614.pdf, they will not be considered as belonging to Scheduled Caste, Scheduled Tribes or Most Backward Classes/Denotified Communities or Backward Classes as the case may be. They will, in that case, be considered only under „Others“ and if they are not qualified to be considered under „Others“, their applications will be rejected. In case of women candidates“, the community certificate should bear her father’s name.

(c&d) Two Certificates of Character and Conduct

- (i) From the Head of the Institution in which the candidate last studied.
- (ii) From a Government Officer belongs to Group A or B who knows the candidate personally, obtained not prior to the date of current Notification. This certificate must be based on personal knowledge and experience of the candidate and not from a relative.

Note:-

- (i) If the period of study at the Institution in which the candidate last studied, is less than one academic year, he must produce also another certificate from the Head of the Institution, in which he last studied for not less than one academic year.
- (ii) No two certificates may be obtained from the same person.

- (e)** The candidates who are working in the private institutions and Quasi Government organization, Boards, Corporations etc. must produce No Objection Certificate for the candidates to apply for the post and relief etc.
- (f)** An undertaking and declaration as in Para15 (A)and (B) of this Notification.
- (g)** The Ex-Servicemen should produce the Discharge Certificate from the Defence Services, Pension Payment Order No. and other details.
- (h)** The correct address as furnished by the candidates in their online application should tally with the Photo ID card furnished by the candidate issued by the Government authorities.

ANNEXURE - 4
DISQUALIFICATION / DEBARMENT

Disqualification

If a candidate attempts to canvas to bring influence on the Chairman or any Member of the Board personally / by letter / through relatives, friends, patrons, officials or other persons will be disqualified.

Debarment:

- (a) If the applicant attempts any tampering, alteration with the documents or certificates, he is liable to be debarred from appearing for any of the selections and examinations conducted by the Board and consequently from entry into public service itself.
 - (b) Candidates furnishing false particulars in the matter of qualification or the nature of pass in various subjects, experience gained, their religion or community etc.,
- © Suppression of material information regarding
- i) Employment in Government or Local Bodies, Public Corporations etc.,
 - ii) Arrests, convictions debarment or disqualification by Union Public Service Commission / State Public Service Commission.
 - iii) Participation in agitation or any political organization.
 - iv) Candidature in election for Parliament/ State Legislature/ Local Bodies etc.,
 - v) Making false or vexatious allegations against the Board in petitions addressed to it or any other authority will be viewed seriously and that the candidate responsible for such act will be debarred from appearing for the selection held by this Board permanently or for such period of years as the Board may decide.

ANNEXURE - 5

No Objection Certificate

Persons who are in the service of the Indian Union or a State in India or in the employment of Local Bodies or Universities, or Quasi Government Organizations constituted under the authority of the Government of India or of a State in India whether in regular service or in a temporary service need not send their applications through their Head of Department or Employer. Instead, they may directly apply to the Board duly informing their Employer in writing that they are applying for the particular recruitment and with the condition that they should produce "No Objection Certificate" in the form prescribed below, from the appointing authority.

NO OBJECTION CERTIFICATE BY THE APPOINTING AUTHORITY

- i. Name of the Candidate.....
- ii. Name of the Post held.....
- iii. Name of the working station.....
- iv. Period of Employment From(date) To(date)
- v. Whether the candidate working under Bond Service?

If yes, the date of completion of Bond service
- vi. Whether the Candidate is employed temporarily under the emergency provisions or whether the candidate is a probationer or an approved probationer or a full member of any of the sub-ordinate/State Services?
- vii. Whether any criminal cases/disciplinary action is pending against the individual?
- viii. Details of disciplinary/criminal action taken against the individual, if any

I have no objection to the candidate's application being considered for the post of Senior Analyst.

Signature, Designation, and Seal with Date

Note:

- (i) Persons who get employment after the submission of their applications and before the receipt of intimation of certificate verification requiring to produce original documents for verification should also produce the "No objection Certificate"
- (ii) In case any Criminal /Disciplinary action is taken against or if any punishment is imposed against such persons after the production of "No objection Certificate" and before the actual appointment, such candidates should report his fact forthwith to the Board indicating their Registration/Application Number and other details at the earliest opportunity.

ANNEXURE - 6

PAY

The scale of pay is **Level -22-Rs.56100-205700**

- i) Successful candidate shall join duty within the stipulated time from the date of receipt of appointment order as instructed by the appointing authority and shall not claim extension of joining time citing that he was undergoing higher studies or for any other reason. He shall abide by the condition that his/her name will be removed from the approved list without assigning any reasons there for, if he/she fails to join duty within the stipulated time.
- ii) Candidates selected and appointed to a post should undergo such probation and training and should pass such tests as may be prescribed in the rules by the Government from time to time and are liable to face such penalties as prescribed by the Government for failure to pass such tests.
- iii) At any time before the end of the prescribed period of probation, the probation of a candidate appointed may be terminated and he may be discharged from the service.
- iv) A candidate who is in the service of a Government other than the Government of Tamil Nadu, if selected and appointed, will not be entitled on the basis of the previous service under that Government to any concession in the matter of leave, transit pay, etc., under the Government of Tamil Nadu.
- v) If a rate of pay actually in force at the time of appointment of selected candidate is different from that announced, he will be paid only at that rate. The pay of the post is also subject to such modification, as may be made from time to time.

ANNEXURE - 7

**FORM OF UNDER TAKING AND CERTIFICATE TO BE FURNISHED BY THE
SERVING PERSONNEL**

Schedule VIII

[See rule 52 (c)]

Annexure - 7A

Undertaking to be given by the candidate

I hereby accept that, if selected on the basis of the recruitment / examination to which this application relates, I will produce documentary evidence to the satisfaction of the appointing authority that I have been duly released / retired / discharged from the Armed forces and I am entitled to the benefits admissible to Ex-Servicemen given under section 63 of Tamil Nadu Government Servants (Conditions of Service) Act, 2016.

Place:

Signature of the candidate.

Annexure - 7B

Form of certificate for serving personnel

I hereby Certify that, according to the information available with me (No) (Rank) (Name) is due to complete the specified term of his engagement with the Armed Forces on the (date)

Place:

Signature of the Commanding Officer

Date:

ANNEXURE - 8

(FORM OF EXPERIENCE CERTIFICATE TO BE FURNISHED BY THE CANDIDATE)

Experience Certificate

This is to certify that

.....
... (Name of the Laboratory) is National Accreditation Board for testing and calibration laboratories (NABL) Accredited Laboratory.

This is to certify that

Selvi/Tmt/Thiru..... was working as Analyst in the field of analysis of Food Samples in our Food Analysis Laboratory (Accredited by NABL) for the period from to foryears.

LABORATORY HEAD /DIRECTOR

Competent Authority
NAME OF THE LABORATORY

ANNEXURE - 9

Certificate for having studied in Tamil Medium[#]

This is to certify that Thiru./Tmt./Selvi..... (Name) had studied Classes.....towith **Tamil as the medium of instruction**, during the year.....to.....and had satisfactorily completed the course of studies prescribed for Classes to

Thiru./Tmt./Selvi.....(Name) was/ was not awarded **Scholarship meant for students studying in the Tamil medium.**

This certificate is issued with reference to Section 2(d) of the PSTM (Amendment) Act, 2020, based on verifiable documentary evidence. The undersigned assumes full responsibility for the veracity of the contents herein.

Signature of Principal/ Head Master/
District Educational Officer / Chief
Educational Officer /District
AdiDravidar Welfare Officer

Place:

Date:

Seal of the Institution

Mobile No. _____

[#]If the candidate has studied in different schools from 1st std. upto 10th std / 12th std., then the above certificate shall be obtained from each of the schools the candidate has studied in.

Certificate for having studied in Tamil Medium[@]

This is to certify that Thiru. /Tmt ./Selvi..... (Name) had studied(Diploma/ Degree /PG Degree, etc.)during the year.....to..... with **Tamil as the medium of instruction** and had satisfactorily completed the course of studies prescribed for (Diploma /Degree/ PG Degree, etc.).

Thiru./Tmt./Selvi.....(Name) was/ was not awarded

This certificate is issued with reference to Section 2(d) of the PSTM (Amendment) Act, 2020, based on verifiable documentary evidence. The undersigned assumes full responsibility for the veracity of the contents herein.

Signature of Registrar/ Principal/
Controller of Examinations/Head
/ Director of Educational Institution
/ Director / Joint Director of
Technical Education/ Registrar of
Universities

Place:

Date:

Seal of the Institution

Mobile No._____

[@]If the candidate has completed different courses in different Institutions, such a certificate shall be obtained from each of these Institutions for the courses completed therein.

ANNEXURE-10

SYLLABUS

Please see in the Document section under the Instructions to the candidates in MRB website in [http://www.mrb.tn.gov.in /pdf/ Syllabus.pdf](http://www.mrb.tn.gov.in/pdf/Syllabus.pdf)

DISCLAIMER

“The applicants while applying for the examination should furnish the details of equivalence of qualification declared in the form of Government order issued prior to the date of this Notification, if any, and produce the same when called for by Medical Services Recruitment Board, failing which their application will be rejected. The Government Orders regarding equivalence of qualification issued after the date of this Notification will not be accepted.”

MEMBER SECRETARY

END OF NOTIFICATION