The candidate are required to make Online payment of applicable Examination Fee (s) through SPCB, Odisha, portal using Debit Card / Net Banking facilities and other financial instruments enlisted in the payment page / Gateway. The fee (s) paid shall neither be refunded under any circumstances nor can be adjusted or held in reserve for any other examination or recruitment.

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.

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

2) Criteria for selection:

1) This selection criteria is laid down on the basis of the provisions in the "Recruitment & Conditions of Service of the Employees of the SPC Board, Odisha Regulation -2011" and the decision taken in 127th meeting of the Board held on 13.02.2023.
2) The essential qualification is B.Com pass from a recognized university/Institution with PGDCA on computer applications and proficiency in tally software. 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 working experience and age relaxation as per Regulation (7).
3) For selection of the candidates one written examination shall be conducted and details as follows :

a) **Syllabus of examination out of 100 marks:**

Accounting, (Financial Accounting, Fundamental Terminology, Process of Accounting, Financial Statement preparation)Audit and Taxation	:	40 marks
Mathematics & Statistics	:	10 marks
English	:	10 marks
General Knowledge	:	10 marks
Reasoning & analytical analysis	:	10 marks
Basic Computer : **Skill Windows operating system** • Create • Rename • Copy / Cut / Paste • Delete **MS word** • Editing and formatting text and paragraph • Page and paragraph setup **MS Excel** • Formatting cells and data • Functions **Accounting Package** • Tally (ERP -9)	:	20 marks
TOTAL		**100 marks**