

- (ii) Eligible candidates may apply online through the website <https://dsssbonline.nic.in> from 17th December, 2025 (12.00 Noon) up to 15th January, 2026 (till 11:59 PM) thereafter, the link will be disabled.
- (iii) The candidates must go through the instructions carefully while filling up Online Application Form for the post concerned.
- (iv) The candidates must submit their application through **Online Mode** only. **No other mode of application** shall be accepted. Applications received through any other mode i.e. by post/by hand/by mail etc. will not be accepted and shall not be considered. No correspondence shall be entertained in this regard.
- (v) Candidates are advised in their own interest to submit the online application much before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability or failure to login to the Board's website on account of heavy load on the website during the closing days. DSSSB will not be responsible for the candidates not being able to submit their applications in stipulated time limit for any reason(s) stated to be beyond their control.
- (vi) Before submission of the online application, candidates must check and ensure that they have filled correct details in each field of the online application form. **Once online application form is submitted, no request for changing / correction/ modification (including change of category) shall be entertained or allowed under any circumstances.** Request received in this regard in any form like Post, Fax, Email, by hand, etc. shall not be entertained and no correspondence will be made in this regard. Candidates will be responsible for any mistake in the data of application form & fee paid by him/her.

3. APPLICATION FEES AND MODE OF PAYMENT:

₹ 100/- (One Hundred only)

- (i) Women candidates and candidates belonging to Schedule Caste, Schedule Tribe, PwBD. & Ex-serviceman category are exempted from paying Application fee.
- (ii) Ex-servicemen who have already secured employment in civil side under Central Government /Government of NCT of Delhi or its Autonomous /Local Bodies on regular basis after availing of the benefits of reservation given to ex-servicemen for their re-employment are NOT eligible for fee concession.
- (iii) The candidates submitting their application online should pay the requisite fees only through **SBI e-pay**. Other mode of payment shall not be accepted/considered and the payment made shall stand forfeited.
- (iv) Application Fee once paid will not be refunded under any circumstances.

4. EXAMINATION SCHEME:

DSSSB will conduct One Tier Examination for the post of **MULTI-TASKING STAFF**. The detailed Examination Scheme for Tier-I (I Tier – General) is given below : -

TIER-I (I Tier – General)

Exam Code	Exam Duration	Total Questions (MCQs)	Total Marks (MCQs)	Total Marks (Description)	Grand Total	Syllabus
IT – G One Tier (General) Post Code 803/25	2 Hours	200	200	N.A.	200	MCQs of one mark each as per existing examination scheme 1. General Awareness. 2. General Intelligence & Reasoning ability. 3. Arithmetical & Numerical Ability. 4. Test of Hindi Language & Comprehension. 5. Test of English Language & Comprehension. Total 200 Marks (40 Marks each)

- (i) The questions in the examination will be bilingual (Hindi & English) except for the Language papers which will be in the language concerned only.
- (ii) **DSSSB reserves the right to change/amend the examination scheme, if so required, any time before the examination.**
- (iii) The minimum qualifying marks for the written examination (objective) is given at sub-para v of para 6 below.
- (iv) There is no provision of re-evaluation/re-checking of Answer Sheets/Answer Scripts in respect of the examinations conducted by DSSSB. No correspondence in this regard shall be entertained.
- (v) **The DSSSB reserves the right to cancel/withdraw/delete any question/questions from the Question Paper and the marks scored shall be prorated out of the maximum marks.**
- (vi) Negative Marking will be applicable and deduction of 0.25 marks will be made for each wrong Multiple Choice Question (MCQ) answer.
- (vii) **Skill Test / Endurance Test / Driving Test / Trade Test will be taken as per requirement of job.**
- (viii) Link for Mock test (which also include instructions to candidates about the online examination) is given on the website of the Board.

5. Post Preferences:

A **combined examination** will be held for all the posts of Multi-Tasking Staff in various departments of Government of NCT of Delhi / Autonomous Bodies. The candidates will be required to submit their preference(s) for Departments **at the time of the online calling of the e-dossier**. Candidate must exercise at least one Department preference while submitting online of e-dossiers. **Candidates who fail to submit their department preference(s) within the given timeframe will not be considered for nomination/selection at the time of declaration of result.** No additional opportunity for submitting or modifying preferences will be provided thereafter. Preference(s) once confirmed at the time of online calling of e-dossier shall be treated as final and shall not be allowed to be changed under any circumstances. **Therefore, candidates must be careful in exercising the preference(s).**

NOTE : - Candidates are advised that eligibility criteria i.e. educational qualifications, experience, age, skill tests including pay scales, post classification etc. may vary slightly across different departments under the Combined Examination Scheme. It is the candidate's sole responsibility to ensure that he/she meet the eligibility requirements for each opted department. During the scrutiny of e - dossiers/ document verification by the User Department, any candidate found ineligible for opted department, his/her candidature for that post shall be rejected and no further request for allotment of other department will be entertained by DSSSB or the User Department. **Therefore, candidates must check their eligibility before opting the preferences, as the onus for compliance rests exclusively with the candidates.**

6. Mode of Selection:

- (i) The selection shall be made through examination scheme as mentioned above.
- (ii) Marks scored by candidates in the Computer Based Examination will be normalized (If required) by using the formula published by DSSSB vide Notice No. 10 (271)/Sec.Cell/DSSSB/18/989 dated 11.07.2018 (**Annexure-III**) and such normalized scores shall be used to determine final merit and selection.
- (iii) In case of any question(s) appearing in the exam are held to be invalid, those questions shall not be evaluated and the marks scored by the candidate shall be calculated on prorated basis (out of maximum marks).

- (iv) Draft Answer Keys of the Computer Based Examination will be displayed on the website of DSSSB after the Examination. Candidates may go through the draft Answer Keys and submit online objections, if any, within the stipulated time limit given by the Board. Objection(s) regarding the draft Answer Keys received through the online mode within the time limit fixed by the Board will be considered and scrutinized before finalizing the Answer Keys. However, the decision of the Board in this regard shall be final. Objections received through any other mode(s) e.g. letter, application, email, etc. shall not be entertained. After the receipt of objection(s) in the above stated authorized manner, no further representations, if any shall be entertained in this regard by the Board anytime during or after the display of draft answer key.
- (v) The Board, in order to achieve qualitative selection and to recruit the best talent available, has fixed the following minimum qualifying marks for different categories (UR/SC/ST/OBC/EWS/PwBD/ESM) :-
General/EWS :40%
OBC (Delhi) :35%
SC/ST/PH (PwBD) :30%
Ex-servicemen will be given 5% relaxation in their respective categories subject to a minimum of 30%.
- (vi) The DSSSB reserves its right to prescribe a minimum cut off mark for any post as per availability of candidates.
- Note : Cutoff marks for selection in different categories may go higher depending upon the marks obtained by the candidates and number of vacancies in respective categories.
- (vii) If there are two or more candidates in the same category having equal marks in the examination :
- Candidate senior in age is to be placed higher in merit.
 - In case where the date of birth(s) are also the same, the candidate whose first name comes first in Alphabetical order (in English) is to be placed higher in merit.
- (viii) The admission in the examination is purely provisional, subject to his/her satisfying the prescribed eligibility conditions prescribed for the respective Department(s). If, upon verification, at any time before or after the examination, it is found that the candidate does not fulfill any of the eligibility conditions, his/her candidature for the examination will be summarily cancelled.
- (ix) The provisional nomination / selection and allocation of Department by DSSSB shall be based on merit cum preference only. The user department shall check the eligibility as per RRs and other terms and conditions of the advertisement notice.
- (x) Once a candidate has been allocated first available preference, as per merit, he/she will not be considered for subsequent preference(s). Subsequent request for change of Departments by candidates will not be entertained under any circumstances. **Candidates are, therefore, advised to exercise preference of Departments very carefully.** The option/ preference once exercised and confirmed by the candidates will be treated as **FINAL** and **IRREVERSIBLE**.
- (xi) SC, ST, OBC, EWS, ESM and PwBD candidates, who are selected on their own merit without relaxed standards, will not be adjusted against the reserved vacancies. Such candidates will be accommodated against the general/ unreserved vacancies for the post as per their position in the overall merit. The reserved vacancies will be filled up separately from amongst the eligible SC, ST, OBC, EWS, ESM and PwBD candidates and preferences of Departments of these SC, ST, OBC, EWS, ESM and PwBD candidates will be allocated only against the posts reserved for such categories.
- (xii) A person with disability who is selected on his own merit can be appointed against an unreserved vacancy provided the post is identified suitable for Persons with Disability of the relevant category.
- (xiii) Provisional nomination / selection in the examination confers no right of appointment unless the Appointing Authority is satisfied after such enquiry as may be considered necessary that the candidate is suitable in all respects for appointment to the service/ post.
- (xiv) **There will be no waiting panel under Combined Examination Scheme.**