



GOVERNMENT OF NCT OF DELHI
DELHI SUBORDINATE SERVICES SELECTION BOARD
FC-18, INSTITUTIONAL AREA, KARKARDOOMA, DELHI-92

No. F.4 (94)/DSSSB/CC-IV/2025/716-722

Dated: - 29.09.2025

NOTICE NO. 290

Subject: - Notice for release of marks and calling of e-dossiers for the post of Chair Side Assistant under Post Code - 22/24 in New Delhi Municipal Council (NDMC)

1. The DSSSB vide its advertisement no. 05/24 with closing date 17.04.2024 advertised **Total 08 vacancies (UR-05, OBC-02, SC-01, including PwBD (Cat(b)-01))** for the Post of Chair Side Assistant in New Delhi Municipal Council (NDMC), under Post code 22/24.
2. The written examination (online mode) Tier-I for recruitment in respect of this post was conducted on 07.05.2025.
3. The marks obtained by 57 **candidates** who appeared in written examination held on 07.05.2025 have been uploaded on Board's website. Candidates can view their marks by logging into their account in OARS module on www.dssbonline.nic.in.
4. Based on the performance in the examination, the candidates who have secured equal or more than the minimum marks for calling e-dossier as per details given below are being provisionally shortlisted and allowed to upload e-dossier subject to attaining minimum qualifying marks and correctness of the information furnished by the candidates in their online application form.

Category	UR	OBC	SC	Incl. PwBD (Cat.- b)
No. of Vacancies	05	02	01	01
No. of candidates shortlisted for calling of e-dossiers	07	02 (1 in UR)	07 (3 in UR)	None qualified
The minimum marks for calling of e-dossier purpose (out of 200 marks)	80.5	79.25	65.5	None qualified

5. The shortlisted candidates for the above-mentioned post/post code are hereby informed to fill the e-dossier and up-load all the documents of Educational Certificate/ Professional/ Experience Certificates/ Degree and Marks sheets/ Caste Certificate/ Proof of Govt. Servant/ Ex Servicemen/ Admit Cards, etc., as applicable in the e-dossier module in OARS link in their individual accounts in OARS module.
6. Kindly note that the e-dossier link will be activated to only those candidates who are provisionally shortlisted to upload e-dossier as per details given in para 4 above.
7. All the candidates who have been shortlisted for falling in consideration zone of selection **MUST** upload their all requisite/ applicable documents in the said link in stipulated time.
8. The e-dossier link shall be active for 15 days only from **03.10.2025 to 17.10.2025**. The candidate uploading e-dossier should ensure that he fulfills all the eligibility criteria/ all essential qualifications as per RRs for the Post as on date of Closing date of application, i.e. 17/04/2024.
9. The above shortlisted candidates are also being separately informed through SMS and e-mail on their registered mobile number and e-mail ID as an additional facility. If any candidate

[Handwritten signature]

fails to upload the e-dossier during their above said period, his/her candidature will be rejected and no further opportunity will be given on whatsoever ground.

10. All the candidates who have been shortlisted for uploading e-dossiers **MUST** upload their all requisite/applicable documents in the said link in stipulated time i.e. **03.10.2025 to 17.10.2025**. It is reiterated that if the candidate fails to upload his/her documents on or before the date as mentioned above he/she will not be given any further opportunity and his/her candidature will be treated as cancelled

11. Further, in case the candidates are unable to upload the documents within above stipulated time period due to any technical glitch in OARS module, they may report the same alongwith supporting evidence such as screenshots at e-mail of DSSSB helpdesk i.e. helpdesk-dsssb@delhi.gov.in A window of next 48 hours (after expiry of e-dossier submission period) will be provided for reporting such technical glitches. In case where technical glitch is substantiated, an additional period of three days will be granted for uploading the documents in e-dossier system. However, this facility will be available only to those candidates who report the technical glitch within the specified timeline.

12. Mere asking the candidate for up-loading documents in the e-dossier module does not confer upon him/her any right to selection to the applied post. Final selection will be made purely on the basis of merit against the notified vacancies provided the candidate falling in the zone of consideration fulfills all the required eligibility conditions.

13. The above short listing of candidates for calling of e-dossier for the post code 22/24 will be subject to outcome of pending cases, if any.

14. While every care has been taken in preparing the list of shortlisted candidates, DSSSB reserves the right to rectify errors and omissions if any, detected at any later stage.

This issue with the prior approval of the Chairman, DSSSB.



DEPUTY SECRETARY, DSSSB

No. F.4 (94)/DSSSB/CC-IV/2025/716-722

Dated: - 29.09.2025

Copy forwarded for information to:

1. The Director (Health), New Delhi Municipal Council, Palika Kendra, Sansad Marg, Health Estt: Unit-II, New Delhi-110001
2. PS to Chairman, DSSSB.
3. PS to COE, DSSSB.
4. Dy. Secretary (P&P), DSSSB.
- ✓ 5. Dy. Director, IT Branch with the request to upload on the website of the Board.
6. SO (Planning), DSSSB.
7. Notice Board/Guard File.



DEPUTY SECRETARY, DSSSB