

**MIZORAM PUBLIC SERVICE COMMISSION**  
**Mizoram New Capital Complex**  
**Aizawl, Mizoram**

Dated Aizawl, the 13<sup>th</sup> May, 2026

**Advertisement No.14 of 2026 – 2027**

**No.A.12026/03/2026-MPSC(PRE): Direct Recruitment** Examination for the under mentioned post is to be conducted by the Mizoram Public Service Commission. Application can be submitted through the Mizoram Public Service Commission's online portal <https://mpsonline.mizoram.gov.in> till **19.06.2026** upto **4:00 PM**.

Probable applicants who have not registered in the one-time-registration portal must register latest by **4:00 pm** on the last date of submission of application

An Applicant must verify that his/her application is actually submitted after payment is made; otherwise, the claim of an applicant regarding his/her Candidature will not be entertained.

1. **Name of Post** : **Upper Division Clerk (UDC)**
2. **Name of Department** : **Mizoram State Legal Services Authority**
3. **Classification** : **Group 'B' (Non-Gazetted)**
4. **No. of Posts** : **7 (6+1)**  
**1 (One) Post reserved for PwBD in the category**  
(a) – Blindness & low vision
5. **Pay** : **Level – 6 in the Pay Matrix**
6. **Job Description** : **Examine proposals, put up notes, draft official correspondence, office orders and replies, assist in establishment, service and financial matters, including maintenance of records, registers and bills, coordinate with other sections and offices etc**

**7. Conditions of Eligibility:**

**I. Educational and other Qualifications required:**

Bachelor's Degree from a recognized University.

**II. Computer Proficiency :**

Computer Proficiency as prescribed by the Mizoram Group 'A', 'B' and 'C' posts Service/Recruitment (Amendment) Rules, 2023 notified vide No. A.12018/31/2020- P&AR (GSW) dated 10.03.2023. (Click for details at <https://tinyurl.com/comp-proficiency>.)

**III. Age Limit :**

A candidate must not be less than 18 years and not more than 35 years of age on 1<sup>st</sup> January, 2026. Upper age limit is relaxable up to 5 years in case of ST/SC candidates or as may be notified by the Government from time to time. For age proof, HSLC/HSSLC Certificates which clearly shows the candidate's date of birth shall be accepted. In the absence of date of

birth in such certificates, the relevant documents issued by the competent authority may be accepted. (Click for details at <https://tinyurl.com/age-relaxa>)

#### **IV. Mizo Language Proficiency:**

A candidate must achieve the pass mark in the qualifying test of Mizo Language Proficiency as prescribed by the Government from time to time. However, a candidate who studied Mizo subject in Class-X standard(HSLC) or above within Mizoram or who opted for Mizo subject as MIL outside Mizoram is exempted from taking the qualifying test paper(Reference: the Mizoram Gazette Notification vide No. A-11019/1/2021-P&AR(GSW) dt.09.04.2024 issue No.247).].(Details can be seen on <https://tinyurl.com/mizo-language-proficiency>.)

**Documentary support to prove fulfillment of all eligibility conditions should not be dated later than the last date of application, and the same should be uploaded latest by the last date of application.**

#### **8. Disqualifications:**

- (i) Canvassing (**insawipui**) by a candidate directly or indirectly will disqualify his/her candidature.
- (ii) Particulars/Details to be mentioned in the application should be completely and correctly stated. Any application not specifying the required information of a concerned candidate shall be liable to be rejected.
- (iii) Any candidate who, on verification at any stage of the recruitment process, does not fulfill any of the eligibility conditions will be disqualified.
- (iv) Any candidate who fails to submit his/her application with supporting documents as required, during the stipulated time period shall be disqualified.
- (v) **To support their application, the candidates must upload/submit the following before the last day of application; failure of the same will result in disqualification of the candidate. Any application for alteration of documents already uploaded by the candidate in the online portal should be made before the last date of application. Candidates who are yet to possess original Certificates at the level of Graduate and above should upload all the marksheets of Graduate and above in support of their Provisional Certificate. Documents to be uploaded are:-**
  - a) **Marksheets of HSLC & above**
  - b) **Educational Certificates of HSLC and above;**
  - c) **Computer Proficiency Certificate**
  - d) **Mizo Language Proficiency Certificate**
  - e) **Age Proof Certificate**
  - f) **Any other relevant documents**

#### **9. Expulsion of Candidate:**

- (i) Where a candidate is found guilty of misconduct or malpractice or any

offence in the examination, he shall be expelled and shall not be allowed to continue the examination. In such cases, the Centre Superintendent shall submit a report in the prescribed form (*Appendix – XII of MPSC (Conduct of Examinations) Guidelines, 2023*) to the Controller of Examinations, stating in full the facts and situation accompanied by the evidence against the candidate in a sealed cover.

- (ii) When a candidate is suspected of using unfair means during the Examination by the Centre Superintendent but lacking in proof of the candidate's misdeeds to warrant expulsion, the Centre Superintendent may allow him/her to continue the examination. However, the Centre Superintendent has to make a special report enclosing the answer book and any other incriminating documents, if any, in a sealed cover to the Controller of Examinations, clearly indicating in red ink the portions wherein unfair means is suspected to have been practiced.
- (iii) Any candidate threatening or intimidating any Invigilator will be expelled from the examination hall/room immediately and the matter will be reported to the Controller of Examinations as well as the local police.
- (iv) In the event of any contingencies, which calls for immediate action, appropriate action will be taken on the candidate under The Mizoram Prevention of Malpractices at Examination Act, 1990 and Bharatiya Nagarik Suraksha Sanhita (BNSS), 2023.

**10. Debarment:**

Candidate(s) charged under Guideline 29 (i) or (ii) or (iii) of Mizoram Public Service Commission (Conduct of Examinations) Guidelines, 2023 and found guilty may be debarred from appearing in any examinations/recruitment conducted by the Mizoram Public Service Commission. The Commission will maintain a record of this and the same shall be sent to Union Public Service Commission as well as other State Public Service Commissions. Candidate(s) debarred by the Union Public Service Commission and other State Public Service Commissions shall also automatically be debarred by the Mizoram Public Service Commission.

- 11. Government servants will have to apply through proper channel.
- 12. Examination will be conducted by MPSC whereas **Personal Interview** shall be conducted by concerned Authority i.e. Mizoram State Legal Services Authority.
- 13. **Syllabus** for the examination is available for download on the Commission's official website <https://tinyurl.com/Assistantudccom>
- 14. The Examination is proposed to be conducted in all district headquarters. However, if there are very few number of candidates in the examination centers at any district headquarters, arrangements may be made to combine such examination centers with other centers.
- 15. Any additional information regarding this advertisement will be published on the Commission's official website.
- 16. **If payment is to be done through UPI, it may be done using only the mobile number used for one time registration. Persons with disabilities are exempted**

**from payment of application fees. Fees once paid is non-refundable under any circumstances.**

*In case of queries/clarification regarding their applications, candidature, etc. candidates may contact MPSC's **Helpline No. 0389-3596493** on working days between **10:00 AM and 4:00 PM.***

**Sd/-TERESY VANLALHRUAIL**

Secretary

**Memo No.A.12026/03/2026-MPSC(PRE)**

**Dated Aizawl, the 13<sup>th</sup> May, 2026**

Copy to:-

1. Sr.PPS to Chairman, Mizoram Public Service Commission, Aizawl.
2. PA to Member, Mizoram Public Service Commission, Aizawl.
3. PS to Secretary, Mizoram Public Service Commission, Aizawl.
4. PS to Additional Secretary, Mizoram Public Service Commission, Aizawl.
5. Member Secretary, Mizoram State Legal Services Authority reference to letter No.A.12018/2/2025-MSLSA/1 dt.04.02.2026
6. Member Secretary, Mizoram State Legal Service Authority for information.
7. All Administrative Departments, Govt. of Mizoram.
8. All Heads of Departments, Govt. of Mizoram.
9. Deputy Commissioners, Aizawl / Lunglei / Siaha / Champhai / Kolasib / Serchhip / Lawngtlai / Mamit / Saitual / Khawzawl / Hnahthial for displayed in the Notice Board.
10. Resident Commissioner / Additional / Joint / Deputy / Asst. Resident Commissioners, Mizoram Houses – New Delhi / Kolkata / Mumbai / Guwahati / Shillong / Silchar / Bengaluru for display in the Notice Board of Mizoram Houses.
11. District Employment Officer, Aizawl, Lunglei, Siaha and Champhai for display in the Notice Board.
12. All Officers, Mizoram Public Service Commission.
13. Notice Board.
14. Guard File.

  
(LALSAWMZUALA)  
Deputy Secretary