

TNPSC GROUP 4 AND VAO

TNPSC Group 4 Eligibility Criteria Overview	
Age Limit	Village Administrative Officer: <ul style="list-style-type: none">○ Min: 21 years○ Max: 30 years Other TNPSC Group 4 Posts: <ul style="list-style-type: none">○ Min: 18 Years○ Max: 30 Years
Educational Qualification	S.S.L.C State examination
Nationality	Indian
Number of Attempts	Unlimited
Experience	Fresher
Important Points	<ul style="list-style-type: none">○ Make sure to have all the documents required.○ Identical signature on all documents.○ To have documents with the full date of birth.

Age Limit

For the post of Village Administrative Officer in the Tamil Nadu PSC Group 4, the minimum age required is 21, and the maximum is 30 years. for communities such as SC, ST, OBC, MVC, etc. and 30 years for other communities. For the rest of the posts, the minimum requirement of age is 18 years old and the maximum age should be no greater than 30 years. Given below are the category-wise age relaxation details for each of the posts that come under the TNPSC Group 4 cadre.

Age Relaxation:

Post	Category	Age Limit (Upper)
Village Administrative Officer	SC/ ST/ OBC/ MVC	45
Other Group 4 Posts	SC/ ST/ Destitute Widows	35
	MVC	32

Category of the Candidate	Minimum Age	Maximum age
Scheduled Castes, Scheduled Tribes, and those who are destitute widows	18 years	35 years
Most Backward Classes and Backward Classes such as Muslims	18 years	32 years
Others	18 years	30 years

- Also, for Field Surveyor and Draftsman posts, the candidates who are trained by ITI in Tamil Nadu can be as old as 35 years and still apply for the posts.
- Relaxation of age is provided for all these posts. For differently-abled persons, a relaxation of 10 years is set.
- For ex-servicemen, if they belong to Scheduled Tribes, Scheduled Castes, and Backward Castes, The maximum age limit is 53 years and for the rest, 48 years.

Educational Qualification

For most of the posts in the TNPSC Group 4, the minimum educational qualification required is that a candidate must have cleared the S.S.L.C State examination or its equivalent from a Higher Secondary School. However, for the recruitment to the post of Typist and Steno-Typist, a candidate must have passed the Government Technical Examination for Typewriting.

Knowledge in Tamil: Aspiring candidates should possess adequate knowledge in Tamil while applying for the Group 4 posts.

**COMBINED CIVIL SERVICES EXAMINATION - IV
(GROUP – IV AND VAO)
(S.S.L.C. STANDARD)**

GENERAL STUDIES

TOPICS FOR OBJECTIVE TYPE

UNIT-I: GENERAL SCIENCE:

Physics-Nature of Universe-General Scientific laws-Inventions and discoveries-National scientific laboratories-Mechanics and properties of matter-Physical quantities, standards and units-Force, motion and energy-Magnetism, electricity and electronics -Heat, light and sound.

Chemistry-Elements and Compounds- Acids, bases and salts - Fertilizers, pesticides, insecticides.

Botany-Main Concepts of life science-Classification of living organism-Nutrition and dietetics-Respiration.

Zoology-Blood and blood circulation-Reproductive system-Environment, ecology, health and hygiene-Human diseases including communicable and non – communicable diseases - prevention and remedies-Animals, plants and human life.

UNIT-II: CURRENT EVENTS

History-Latest diary of events-national -National symbols-Profile of States-Eminent persons & places in news-Sports & games-Books & authors -Awards & honors'-India and its neighbours.

Political Science-1. Problems in conduct of public elections- 2. Political parties and political system in India- 3. Public awareness & General administration- 4. Welfare oriented govt. schemes, their utility.

Geography-Geographical landmarks

Economics-Current socio-economic problems

Science-Latest inventions on science & technology

UNIT- III: GEOGRAPHY

Earth and Universe-Solar system-Monsoon, rainfall, weather & climate-Water resources --- rivers in India-Soil, minerals & natural resources-Forest & wildlife-Agricultural pattern-Transport including surface transport & communication-Social geography – population-density and distribution-Natural calamities – Disaster Management.

UNIT – IV: HISTORY AND CULTURE OF INDIA AND TAMIL NADU

Indus valley civilization-Guptas, Delhi Sultans, Mughals and Marathas-Age of Vijayanagaram and the bahmanis-South Indian history-Culture and Heritage of Tamil people-India since independence-Characteristics of Indian culture-Unity in diversity –race, colour, language, custom-India-as secular state-Growth of rationalist, Dravidian movement in TN-Political parties and populist schemes.

UNIT-V: INDIAN POLITY

Constitution of India--Preamble to the constitution- Salient features of constitution- Union, state and territory- Citizenship-rights amend duties- Fundamental rights- Fundamental duties- Human rights charter- Union legislature – Parliament- State executive- State Legislature – assembly- Local government – panchayat raj – Tamil Nadu- Judiciary in India – Rule of law/Due process of law-Elections- Official language and Schedule-VIII- Corruption in public life- Anti-corruption measures –CVC, lok-adalats, Ombudsman, CAG - Right to information- Empowerment of women- Consumer protection forms.

UNIT-VI: INDIAN ECONOMY

Nature of Indian economy- Five-year plan models-an assessment - Land reforms & agriculture-Application of science in agriculture-Industrial growth-Rural welfare oriented programmers - Social sector problems – population, education, health, employment, poverty - Economic trends in Tamil Nadu.

UNIT-VII: INDIAN NATIONAL MOVEMENT

National renaissance - Emergence of national leaders - Gandhi, Nehru, Tagore - Different modes of agitations-Role of Tamil Nadu in freedom struggle Rajaji, VOC, Periyar, Bharathiar & others.

UNIT-VIII: APTITUDE & MENTAL ABILITY TESTS

Conversion of information to data-Collection, compilation and presentation of data - Tables, graphs, diagrams -Analytical interpretation of data -Simplification- Percentage-Highest Common Factor (HCF)-Lowest Common Multiple (LCM)-

Ratio and Proportion-Simple interest-Compound interest-Area-Volume-Time and Work.

Logical Reasoning-Puzzles-Dice - Visual Reasoning - Alpha numeric Reasoning - Number Series.

SYLLABUS – GENERAL ENGLISH

S.S.L.C. Standard (Objective Type)

PART A

Grammar

1. Match the following words and Phrases given in Column A with their meanings in Column B.
 2. Choose the correct ‘Synonyms’ for the underlined word from the options given
 3. Choose the correct ‘Antonyms’ for the underlined word from the options given
 4. Select the correct word (Prefix, Suffix)
 5. Fill in the blanks with suitable Article
 6. Fill in the blanks with suitable Preposition
 7. Select the correct Question Tag
 8. Select the correct Tense
 9. Select the correct Voice
 10. Fill in the blanks (Infinitive, Gerund, Participle)
 11. Identify the sentence pattern of the following sentence (Subject, Verb, Object....)
- Blanks with correct ‘Homophones’
12. Find out the Error (Articles, Prepositions, Noun, Verb, Adjective and Adverb)
 13. Comprehension
 14. Select the correct sentence
 15. Find out the odd words (Verb, Noun, Adjective and Adverb)
 16. Select the correct Plural forms
 17. Identify the sentence (Simple, Compound, Complex Sentences)
 18. Identify the correct Degree.
 19. Form a new word by blending the words.
 20. Form compound words (Eg: Noun+Verb, Gerund+Noun)

Part-B

Literature

1. Figures of speech observed in the following Poems:

Alliteration – Allusion – Simile – Metaphor – Personification – Oxymoron – Onomatopoeia – Anaphora – Ellipsis - Rhyme Scheme - Rhyming Words – Repetition – Apostrophe

A Psalm of Life - Women's Rights - The Nation United - English words – Snake – The Man He Killed - Off to outer space tomorrow morning - Sonnet No.116 - The Solitary Reaper - Be the Best - O Captain My Captain - Laugh and Be Merry – Earth - Don't quit - The Apology - Be Glad your Nose is on your face - A sonnet for my Incomparable Mother - The Flying Wonder - To a Millionaire - The Piano – Manliness - Going for water - The cry of the Children - Migrant Bird - Shilpi.

2. Appreciation Questions from Poetry

A Psalm of Life - Women's Rights - The Nation United - English words – Snake – The Man He Killed - Off to outer space tomorrow morning – Sonnet No.116 - The Solitary Reaper - Be the Best - O Captain My Captain - Laugh and Be Merry – Earth - Don't quit - The Apology - Be Glad your Nose is on your face - A sonnet for my Incomparable Mother - The Flying Wonder - To a Millionaire - The Piano – Manliness - Going for water - The cry of the Children - Migrant Bird - Shilpi.

3. Important lines from Poems.

Where the mind is without fear - The Solitary Reaper - Going for water - A Psalm of Life - Be the Best - Sonnet No.116

4. Questions on the Biography of

Mahatma Gandhi - Jawaharlal Nehru - Subash Chandra Bose - Helen Keller
Kalpana Chawala - Dr.Salim Ali - Rani of Jhansi - Nelson Mandela –
Abraham Lincoln

5. Questions on Shakespeare's

Merchant of Venice (Act IV Court Scene) - Julius Ceasar (Act III Scene 2) -
Sonnet 116

6. Questions from Oscar Wilde's

The Model Millionaire - The Selfish Giant

7. Dr.Karl Paulnack

Music-The Hope Raiser

8. Comprehension Questions from the following Motivational Essays:

Gopala Krishna Gokhale's Speech on 25th July in Mumbai in response to
The address presented to him by students- Dale Carnegie's 'The Road to
success- Dr.APJ Abdul Kalam's 'Vision for the Nation'(from 'India2020')

- Ruskin Bond's 'Our Local Team' - Hope Spencer's 'Keep your spirits high' - Deepa Agarwal's 'After the storm' - Brian Patten's 'You can't be that no you can't be that'

9. Comprehension Questions from the following description of Places

Ahtushi Deshpande's 'To the land of snow' - Manohar Devadoss - Yaanai Malai - Brihadeesvarar Temple

10. British English – American English

Part-C

Authors and their Literary Works

1. Match the Poems with the Poets

A Psalm of Life - Be the Best - The Cry of the Children - The Piano -
Manliness Going for Water - Earth - The Apology - Be Glad Your Nose is on
Your Face - The Flying Wonder - Is Life But a Dream - Be the Best - O Captain
My Captain - Snake - Punishment in Kindergarten - Where the Mind is
Without Fear - The Man He Killed - Nine Gold Medals.

2. Which Nationality the story belongs to?

The Selfish Giant - The Lottery Ticket - The Last Leaf - How the Camel got
its Hump - Two Friends - Refugee - The Open Window.

3. Identify the Author with the short story

The Selfish Giant - The Lottery Ticket - The Last Leaf - How the Camel got
its Hump - Two Friends - Refugee - The Open Window - A Man who Had
no Eyes - The Tears of the Desert - Sam the Piano - The Face of Judas
Iscariot - Swept Away - A Close Encounter - Caught Sneezing - The Wooden
Bowl - Swami and the Sun.

4. Whose Auto biography / Biography is this?

5. Which Nationality the Poet belongs to?

Robert Frost - Archibald Lampman - D.H. Lawrence - Rudyard Kipling
Kamala Das - Elizabeth Barrett Browning - Famida Y. Basheer - Thomas
Hardy - Khalil Gibran - Edgar A. Guest - Ralph Waldo Emerson - Jack
Prellutsky - F. Joanna - Stephen Vincent Benet - William Shakespeare -
William Wordsworth - H.W. Longfellow - Annie Louisa Walker -
Walt Whitman - V.K. Gokak.

6. Characters, Quotes, Important Lines from the following works of Indian Authors:

Sahitya Akademi Award winner: Thakazhi Sivasankaran Pillai – ‘Farmer’
Kamala Das – 1. Punishment in Kindergarten 2. My Grandmother’s House
R.K. Narayan - Swami and the sum - Rabindranath Tagore - Where the
mind is without fear - Dhan Gopal Mukherji - Kari, The Elephant - Deepa Agarwal
- After the Storm - Dr. APJ Abdul Kalam - Vision for the Nation
Indra Anantha Krishna- The Neem Tree - Lakshmi Mukuntan- The Ant Eater and
the Dassie - Dr. Neeraja Raghavan - The Sun Beam.

**7. Drama Famous lines, characters, quotes from
Julius Caesar - The Merchant of Venice**

8. Match the Places, Poet, Dramatist, Painter with suitable option

9. Match the following Folk Arts with the Indian State / Country

10. Match the Author with the Relevant Title/Character

11. Match the Characters with Relevant Story Title

The Selfish Giant - How the camel got its hump - The Lottery ticket - The
Last Leaf - Two friends – Refugee - Open window – Reflowering - The
Necklace Holiday.

12. About the Poets

Rabindranath Tagore - Henry Wordsworth Longfellow - Anne Louisa
Walker - V K Gokak - Walt Whitman - Douglas Malloch.

13. About the Dramatists

William Shakespeare - Thomas Hardy

14. Mention the Poem in which these lines occur

Granny, Granny, please comb My Hair - With a friend - To cook and Eat
- To India – My Native Land - A tiger in the Zoo - No men are foreign –
Laugh and be Merry – The Apology - The Flying Wonder.

15. Various works of the following Authors –

Rabindranath Tagore – Shakespeare - William Wordsworth - H.W.
Longfellow – Anne Louisa Walker - Oscar Wilde - Pearl S. Buck.

16. What is the theme observed in the Literary works?

Snake - The Mark of Vishnu - Greedy Govind - Our Local Team –
Where the mind is without fear - Keep your spirits high - Be the best –
Bat – The Piano – The Model Millionaire - The Cry of the Children –
Migrant bird – Shilpi.

17. Famous Quotes – Who said this?

18. To Which period the Poets belong

William Shakespeare - Walt Whitman - William Wordsworth - H.W.
Longfellow Annie Louisa Walker - D.H. Lawrence.

19. Matching the Poets and Poems

Discovery – Biking – Inclusion - Granny, Granny, please comb My
Hair – With a Friend - To cook and Eat – Bat - To India – My Native
Land - A tiger in the Zoo - No men are foreign - Laugh and be Merry –
Earth – The Apology - The Flying Wonder - Off to outer space
tomorrow morning - Be the best - Is life, but a dream - Women’s
rights - The Nation united - English words – Snake – The man he
killed.

**20. Nature centered Literary works and Global issue Environment
and Conservation**

Flying with moon on their wings - Migrant bird - Will Thirst Become -
Unquenchable? - Going for Water - Swept away - Gaia tells her.