

Last checked: 26 September 2026

SSC Combined Higher Secondary (10+2) Level Examination 2026: Lower Division Clerk, Junior Secretariat Assistant and Data Entry Operator

Recruiting authority: Staff Selection Commission

About 2,536 vacancies for Lower Division Clerk, Junior Secretariat Assistant and Data Entry Operator posts in Government of India offices. You need to have passed Class 12 and be 18 to 27 years old on 1 August 2026. Apply online at ssc.gov.in by 7 October 2026, 11 pm.

Important dates

Applications close on 7 October 2026

Vacancies: 2536

Education: Class 12 (12th Standard) pass or equivalent from a recognised Board or University. For Data Entry Operator posts in the Ministry of Consumer Affairs, Food and Public Distribution, the Staff Selection Commission and the Ministry of Culture: Class 12 in the Science stream with Mathematics.

Age limit: 18 - 27

Location: All India, in offices of the Government of India

Salary or pay level: Level 2 (Rs 19,900 to 63,200) for LDC or JSA, Level 4 (Rs 25,500 to 81,100) and Level 5 (Rs 29,200 to 92,300) for Data Entry Operator, Level 4 for Data Entry Operator Grade A.

Application fee: Rs 100. No fee for women, SC, ST, persons with benchmark disability and eligible ex-servicemen. Pay online by UPI, net banking or a debit card.

Posts

- Lower Division Clerk (LDC) or Junior Secretariat Assistant (JSA), Pay Level 2
- Data Entry Operator (DEO), Pay Level 4 and Level 5
- Data Entry Operator Grade A, Pay Level 4

Who can apply and the conditions

- Education: Class 12 (12th Standard) pass or equivalent from a recognised Board or University. If you are appearing in Class 12 you can apply, but you must have passed by 7 October 2026.
- Exception: Data Entry Operator posts in the Ministry of Consumer Affairs, Food and Public Distribution, the Staff Selection Commission and the Ministry of Culture need Class 12 in the Science stream with Mathematics.
- Age: 18 to 27 years on 1 August 2026. You must be born between 2 August 1999 and 1 August 2008.
- The vacancies are tentative, about 2,536. The final number is set after the departments send their details.

Selection process

- A computer based examination in two tiers, and a skill test or typing test as the post needs.
- Tier I: multiple choice questions in four parts, English Language, General Intelligence, Quantitative Aptitude and General Awareness. Each part has 25 questions and 50 marks, so 100 questions in 60 minutes. Each wrong answer loses 0.50 marks.
- Tier II: a computer based test with sections on mathematical abilities, reasoning and general intelligence, English language and comprehension, general awareness and computer knowledge, followed by the skill test or typing test.
- When the examination is held in more than one shift, marks are normalised before the merit list is made.

How to apply

1. Apply only online at ssc.gov.in or on the my SSC mobile app.

2. First complete the One Time Registration (OTR) on the new SSC website. An OTR made on the old website, ssc.nic.in, does not work.
3. Fill in the application for this examination. The form takes your photograph on the spot, so you do not need one ready.
4. Apply by 7 October 2026, 11 pm. Pay the fee online by 8 October 2026, 11 pm.
5. The window to correct the form is 14 to 16 October 2026 (11 pm).

Documents

- One Time Registration details on the SSC website.
- Date of birth as written in your Matriculation or Secondary certificate.
- A photograph taken live on the application form.
- Class 12 certificate, needed later at document verification.

Official notification: https://ssc.gov.in/api/attachment/uploads/masterData/NoticeBoards/Notice_of_adv_chsl_2026.pdf

Official PDF: https://ssc.gov.in/api/attachment/uploads/masterData/NoticeBoards/Notice_of_adv_chsl_2026.pdf

Apply on official website: <https://ssc.gov.in/>

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