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MTS is the Staff Selection Commission examination through which someone who has passed Class 10 reaches permanent central government employment, without any degree, diploma or technical training. One examination fills two...



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करियर मार्गदर्शन कार्यशाला, डाइट बाड़मेर (14-17 जुलाई 2026) में विकसित व लोकार्पित
Developed & unveiled at the Career Guidance Workshop, DIET Barmer (14-17 July 2026)

यह एक स्वतंत्र परियोजना है, जो सरकार की आधिकारिक करियर-मार्गदर्शन सामग्री पर आधारित है। • An independent project based on the Government's official career-guidance content.

1 About this career

MTS is the Staff Selection Commission examination through which someone who has passed Class 10 reaches permanent central government employment, without any degree, diploma or technical training. One examination fills two different posts: Multi Tasking (Non-Technical) Staff, who do support work across the ministries and offices of the Government of India; and Havaladar, in the Central Board of Indirect Taxes and Customs and the Central Bureau of Narcotics. The two carry different age limits, and that is the most important practical fact about this examination. For a student who did not continue studying after Class 10, or who wants a settled government job alongside study, this is among the most accessible central recruitments in the country. What the work is actually like is set out on this portal's "Multi-Tasking Staff" page; this page is about the recruitment and the eligibility.

2 At a glance

Minimum qualification	Matriculation (Class 10) pass from a recognised Board, by the cut-off date given in the notice
Recruiting body	Staff Selection Commission (SSC), Government of India
Age limit	Two different limits in one examination — 18 to 25 for MTS, and 18 to 27 for Havaladar (CBIC and CBN) and a few MTS posts in various departments
Starting salary	Level 1 of the CENTRAL pay matrix — a basic of ₹18,000
Demand	One examination, two posts — MTS and Havaladar; the choice is made on the application form itself

3 What you need

INTERESTS

- An interest in office support and keeping things in order
- The chance to advance from inside the government system
- A permanent job with a settled routine

ABILITIES

- Ordinary understanding and hard work — no special technical ability is asked for
- For the Havaladar post, physical capacity, which is separately tested
- Dependability, since records and materials are in this post's charge

KEY SKILLS

- General awareness, elementary mathematics and reasoning — the paper is at Class 10 level
- Handling files and looking after records
- Basic computer familiarity — not required, but useful later
- Ordinary reading and writing in Hindi or English
- Managing office materials and arrangements
- For Havaladar, physical fitness and alertness

4 How to get there

- 1 Pass Class 10 (Matriculation) from a recognised Board. No qualification beyond it is required — that is this examination's defining feature.
- 2 Before applying, decide whether you are applying for MTS or for Havaladar, because the two carry different age limits. MTS is 18 to 25; Havaladar (in the Central Board of Indirect Taxes and Customs and the Central Bureau of Narcotics), and a few MTS posts in various departments, is 18 to 27. If you are over 25 but under 27, the Havaladar option may be open to you while ordinary MTS is not — a difference many candidates do not know about.
- 3 If you choose the Havaladar option, prepare physically alongside, because that post carries physical efficiency and standards tests. Those standards are given in the notice and are deliberately not printed on this page, because they differ by category and by gender.
- 4 If schooling was interrupted, Class 10 can be completed alongside work through the Rajasthan State Open School, and that qualifies for this examination.

- 5** Apply online when the notice appears on the Commission's website.

MAIN EXAMS

- The most important thing about this examination is the age limit, and that is because one notice carries two different ones. Under the rules MTS is 18 to 25, while Havaladar (CBIC and CBN) and a few MTS posts in various departments run 18 to 27. The Commission's own list of posts writes that difference into the post names themselves. The practical consequence is that a candidate who has passed 25 may wrongly conclude they are ineligible, when one option may still be open to them.
- Selection is by a computer-based examination at Class 10 level, and for the Havaladar post there are physical efficiency and physical standards tests afterwards. There is no physical test for MTS — that is the second major difference between the two posts, and it should be kept in mind when choosing which to apply for.
- One caution: pay matrix level numbers do not mean the same thing in the state and at the Centre. Level 1 of the central matrix is ₹18,000, and Level 1 of the Rajasthan matrix is a different figure. Compare the rupee amounts, not the level numbers.
- The qualification is only matriculation, with no subject condition attached. Compared with the rest of this portal that is notable: some CHSL posts require the science stream with mathematics, and one Delhi Police post requires science and mathematics — here there is nothing of the kind. Anyone who has passed Class 10 in any subjects is eligible. For students whose stream choice narrows their reach elsewhere, this examination is free of that obstacle.
- This post need not be treated as the destination, and many people do not treat it so. Once in permanent service, preparation can continue for departmental examinations and for the Commission's other examinations — CHSL, CGL — and with a salary coming in that preparation happens without financial pressure. The Commission itself holds limited departmental competitive examinations through which serving staff move to higher posts. Treating this as the first stage is a practical strategy, not a defeat.

5 Where to study**GOVERNMENT INSTITUTES**

- Any recognised Board — the qualification is a Class 10 pass, and no particular institution is required — Including the Rajasthan Board of Secondary Education (<https://rajeduboard.rajasthan.gov.in/>)

- Rajasthan State Open School — for completing Class 10 alongside work; reached through the School Education Department portal — Jaipur and district centres (<https://education.rajasthan.gov.in/>)
- District sports grounds — for the physical practice the Havaladar option requires — At the district headquarters of Rajasthan (<https://sports.rajasthan.gov.in>)

ONLINE

- कर्मचारी चयन आयोग — विज्ञप्ति एवं दोनों पदों की आयु-सीमा — This is the Commission that conducts the examination (<https://ssc.gov.in/>)
- एस.एस.सी. — पिछले वर्षों के प्रश्न-पत्र (निःशुल्क) — The most reliable free preparation material there is (<https://ssc.gov.in/for-candidates/previous-year-question-paper>)
- एस.एस.सी. — परीक्षा योजना एवं पाठ्यक्रम — The structure of the paper and the marking scheme (<https://ssc.gov.in/for-candidates/scheme-of-examination>)
- आर.एस.एस.बी. — पिछले प्रश्न-पत्र, उत्तर कुंजी व पाठ्यक्रम (निःशुल्क) — The Staff Selection Board's own site — the most reliable free preparation material there is (https://rsmssb.rajasthan.gov.in/show_archived?menuName=Xj4lCb9vGxpQnfls%2FxlZ2g%3D%3D)
- विभागीय सेवा नियम (कार्मिक विभाग) — पद की योग्यता व आयु मूल दस्तावेज़ में पढ़ें — The Department of Personnel publishes the service rules for every cadre. Read these before any coaching material — qualification, age and the method of recruitment are settled here and nowhere else. (<https://dop.rajasthan.gov.in/>)
- स्वयं (SWAYAM) — भारत सरकार के निःशुल्क ऑनलाइन कोर्स — Free (<https://swayam.gov.in/>)
- राष्ट्रीय डिजिटल पुस्तकालय (NDLI) — Free books and study material (<https://ndli.iitkgp.ac.in/>)
- एन.सी.ई.आर.टी. — निःशुल्क पाठ्यपुस्तकें — The foundation for general knowledge, maths and science (<https://ncert.nic.in/>)

FEES

This is among the cheapest routes on the whole portal, for a straightforward reason: the qualification is only Class 10 and nothing beyond it is required — no degree, no diploma, no certificate, no licence. Class 10 at a government school costs next to nothing, and if schooling was interrupted it can be completed alongside work through the State Open School. The paper is at Class 10 level too, and the Commission publishes the syllabus and past papers free on its website — so the whole of the preparation material is available without money. If you choose the Havaladar option physical practice will be needed, and that too can be done free on any open ground. For students of Rajasthan from the SC, ST, OBC, MBC, EWS and minority categories, SSC examinations are included in the Mukhyamantri Anuprati Coaching Yojana. One warning: do not pay anyone who claims they can arrange a job — selection happens only through the Commission's examination.

SCHOLARSHIPS

- Mukhyamantri Anuprati Coaching Yojana (free coaching, apply via SSO) (<https://sso.rajasthan.gov.in/signin>)

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- Rajasthan Social Justice and Empowerment Dept scholarships (<https://sje.rajasthan.gov.in/>)
 - National Scholarship Portal (NSP) (<https://scholarships.gov.in/>)
 - Buddy4Study scholarship search (<https://www.buddy4study.com>)

6 What the work is like

WHERE YOU WORK

The ministries, departments and subordinate offices of the Government of India, across the country. Havaladar posts are in the Central Board of Indirect Taxes and Customs and the Central Bureau of Narcotics, where the work relates to customs and narcotics control.

WORK CULTURE

A full description of the work is on this portal's "Multi-Tasking Staff" page, so only what matters from the recruitment side is said here. The two posts sit in different settings: MTS work is mainly supportive and inside the office, while the Havaladar post is in the tax and narcotics-control departments, where going into the field and working with inspection teams can be part of it — which is why it carries a physical test. What both share is that this is an entry-level post, responsibility is limited at the start, and promotion comes slowly and depends on the department. That is also its greatest merit: fixed hours, a permanent salary and social security, on the strength of which many employees prepare for further examinations while in service and reach higher posts.

WHO HIRES

- The various ministries and departments of the Government of India
- The Central Board of Indirect Taxes and Customs (CBIC) — Havaladar posts
- The Central Bureau of Narcotics (CBN) — Havaladar posts
- The subordinate offices and directorates of the central government

DEMAND (2026)

The need for support-level staff in central government offices is a standing one and this examination is held fairly regularly, so opportunities come round repeatedly. Two things should be known honestly. First, the number of applicants is very large — a Class 10 qualification means almost everyone is eligible, and competition is sharp in the same proportion. Second, this is an entry-level post and its pay begins at the lowest level of the central pay matrix; there is a path of promotion but it is slow. Against that the advantage is real: the same preparation also works for CHSL, for railway Group D recruitment, and for Rajasthan's Class IV and other Class 10 level recruitments, and once in service the door to departmental examinations opens, which is a far less crowded route than competing from outside. One thing to be clear about — the "demand" described above counts posts, not your chance of getting one. Selection is by open competition and the number of applicants runs to many times the number of posts, so most candidates are not selected in any given recruitment. That is not an argument against this career; it is an argument against making it your only plan. Keep studying or building a skill alongside your preparation, so that the year is not lost whichever way the result goes.

7 Career growth

- 1** Multi Tasking Staff or Havaladar — the entry post, central Pay Matrix Level 1 (basic ₹18,000)
- 2** Lower Division Clerk / Junior Secretariat Assistant — by departmental promotion or a limited departmental competitive examination
- 3** Upper Division Clerk / Senior Secretariat Assistant — on further promotion; the Commission holds a separate limited departmental examination for this
- 4** Assistant Section Officer and above — through long service and departmental examinations

EARNINGS

Starting	केंद्रीय पे मैट्रिक्स लेवल 1 — मूल वेतन ₹18,000
Mid level	₹30,000 – ₹42,000 (भत्तों सहित, कुछ वर्षों की सेवा के बाद)
Senior level	₹50,000 से अधिक (भत्तों सहित, पदोन्नति के बाद)

The starting figure is the first cell of Level 1 of the central pay matrix, taken from the Commission's own pay-scale list. It is basic pay; dearness allowance, house rent allowance and transport allowance are added on top, so the amount in hand is considerably higher, and in a metropolitan posting the house rent allowance makes a noticeable difference. This is the lowest pay level in central government and it would be wrong to hide that — but it comes with permanence, pension security and a path of departmental promotion, which jobs at comparable pay in the private sector usually do not carry. One caution: pay matrix level numbers do not mean the same thing in the state and at the Centre; compare the rupees, not the level numbers. The mid-level and senior figures are approximate and are not confirmed from any official pay statement; read them as a direction, not a promise. The starting figure is BASIC PAY, so that it can be compared directly against other careers. Dearness allowance (60% of basic since 1 January 2026) and house rent allowance are added on top of it, so take-home pay is appreciably higher. The mid-level and senior figures are approximate monthly income including allowances, not basic pay. Note — in Rajasthan a direct recruit is a probationer-trainee for the first 2 years and is paid a fixed remuneration, not the pay scale; dearness allowance and house rent allowance are not payable in those two years (Rajasthan Service Rules, rule 7(30A)). The full pay scale applies once probation is completed. The figures above rest on the Rajasthan 7th pay matrix, which is what applies as of 17 August 2026. The Terms of Reference of the 8th Central Pay Commission were approved on 28 October 2025 and it must report within 18 months of its constitution. State governments normally adopt a Central Pay Commission with modifications, and later than the Centre does — so Rajasthan pay will be revised too, though by how much and when is not yet settled.

8 The good parts · The challenges

The good parts

- Permanent central government employment on a Class 10 qualification — no degree, certificate or licence required
- No subject condition in the qualification, so the choice of stream is no obstacle here
- The Havaladar option stays open for candidates between 25 and 27
- Once in service, the less crowded route of departmental examinations opens up

The challenges

- Pay begins at the lowest level in central government
- Very large numbers of applicants, so competition is sharp
- An entry-level post — limited responsibility in the early years and slow promotion
- A posting may come outside your own state

9 Sources & further reading

1. Staff Selection Commission — official website — <https://ssc.gov.in/>
2. SSC — Scheme of Examination — <https://ssc.gov.in/for-candidates/scheme-of-examination>
3. SSC — Previous year question papers — <https://ssc.gov.in/for-candidates/previous-year-question-paper>

4. Central Board of Indirect Taxes and Customs — the Havaladar posts sit under it — <https://www.cbic.gov.in/>
5. Rajasthan Staff Selection Board (official) — <https://rssb.rajasthan.gov.in/>
6. Department of Personnel, Rajasthan — service rules — <https://dop.rajasthan.gov.in/>
7. 8th Central Pay Commission — Cabinet approval of the Terms of Reference (PIB, 28 October 2025) — <https://www.pib.gov.in/PressReleasePage.aspx?PRID=2183289>

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