

SCHEME OF EXAMINATION FOR DIRECT RECRUITMENT FOR NON-TEACHING POSTS.**Scheme of Examination for Direct Recruitment for the post of SENIOR TECHNICAL ASSISTANT**

The following shall be the scheme of examination, components of written test and its syllabus for the post of SENIOR TECHNICAL ASSISTANT

A. Scheme of Examination:

Paper -I (MCQ) Test of General Science and awareness (Level- Post graduate)	Time: 2 hrs.*	Max. Marks: 300 Marks (150 questions)
Paper – II Subject specific laboratory based practical questions	Time: 3 hrs.*	Max. Marks: 150 marks
Skill Test Skills pertaining to subject matter of the concerned post would be assessed through a skill test to be conducted by the concerned department under the direct supervision of HOD/Dean of concerned Faculty/Principal of College. The skill test shall be conducted in a manner which will elicit the ability of the candidate in handling various scientific/humanities experiments/tests, as the case may be in a typical laboratory setup of the concerned department. This skill test is aimed to check the practical knowledge of the candidate in terms of various Do's and Don'ts in a laboratory related to various hazards, precautions etc.	Time: 1 hr.	The test will be of 50 marks. To qualify, the candidate should obtain 30 marks. This will, however, be only qualifying in nature.
Total Marks (300+150)		450 marks

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidates or similarly placed candidates from PwBD category.

Paper – I	TEST COMPONENTS	DURATION: 2 hours	
		NO. OF QUESTIONS	MARKS
(i)	General science	60	120
(ii)	General awareness	20	40
(iii)	Reasoning ability	20	40
(iv)	Mathematical ability	30	60
(v)	Test of Language English or Hindi	20	40
	TOTAL	150	300



(B) Detailed Syllabus for Paper I:

- (i) **General science:** Questions will be designed to test the knowledge of science, laboratory equipment and lab practice. The questions may be from all the spheres of science, however, emphasis would be on the field of science pertaining to the department for which the candidate is being assessed. In case of appointment in departments under the Faculty of Arts/Social Sciences/Mathematical Sciences questions pertaining to the subject matter of the concerned department may also be included.
- For Senior Technical Assistant (Computer) the questions may be based on computer science and computer applications.**
- (ii) **General awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment and its relevance to the society. The questions will also be designed to test knowledge of the current events and of such matters of everyday observation as may be expected of an educated person. The test will include questions relating to India and her neighboring countries, especially pertaining to History, Indian Polity & Constitution, Art & Culture, Geography, Economics, General Policy, Science & Scientific Research, National/International Organizations /Institutions, events etc.
- (iii) **Reasoning ability:** The syllabus of General Intelligence includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iv) **Mathematical ability:** The test of Arithmetical and Numerical Ability will cover Number System including questions on Simplification, Decimals, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs, etc.
- (v) **Test of Language English or Test of Language Hindi:**
In addition to the testing of candidate's understanding of the English or Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.

C.Paper - II: Subject specific laboratory based practical questions.

The paper will cover the following areas:

Topic	Marks allocated
<ul style="list-style-type: none"> Subject specific laboratory based practical questions Knowledge of Computers with special reference to knowledge of word processing, data analysis packages 	Section 1 - MCQ 100 marks (50 questions) Section 2 - Descriptive 50 marks (5 questions)

D.Skill Test:

The skill test shall be qualifying in nature and no additional credits for the same shall be allocated. This skill test is aimed to check the practical knowledge of the candidate in terms of various Do's and Don'ts in a laboratory related to various hazards, precautions etc.



Note:

- The question paper should be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
- The questions in the written test will be of the level of examination/degree/diploma which is defined as the minimum eligibility for the respective post.
- The minimum overall qualifying marks for Paper I and Paper II shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/ PwBD category. If the number of candidates qualifying is more than 30 times the advertised posts, the merit list would be restricted to 30 times the advertised posts for the purpose of shortlisting the candidates for skill test.
- Answer script of Paper-II of a candidate would be evaluated only if the candidate qualifies in Paper-I.
- There shall be negative marking for wrong answers in MCQ based questions to the tune of 1/4th of marks allocated per question.
- Merit list shall be drawn only for candidates who qualify Paper I, Paper II and skill test, separately. The Merit list shall be drawn on the basis of combined scores of Paper I and Paper II only.
- In case of bunching/bracketing of candidates in the results of the written test, the priority/merit list would be decided as follows:
 - The candidate having more marks in aggregate in the examination/degree/diploma which is defined as the minimum eligibility for the respective post will be given preference.
 - In case of further bunching/bracketing of candidates, candidate senior in age will be given preference.
 - In case option at (a) and (b) is exhausted, it will be decided through draw of lots.

4.1.1 Scheme of Examination for Direct Recruitment to the post of Senior Assistant

The following shall be the Scheme of Examination, components of written test and its syllabus for recruitment to the post of **Senior Assistant** by direct recruitment:

A. Scheme of the Examination:

Written Test		
Paper - I MCQ Type	Time: 2 hours*	Max. marks: 300 marks (150 questions)
Paper-II Descriptive Type	Time: 3 hours*	Max. marks: 200 marks
Total Marks		500 marks

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidates or similarly placed candidates from PwBD category.

B. Test components:

Paper-I	TEST COMPONENTS	DURATION: 2 hours	
		NO. OF QUESTIONS	MARKS
(i)	General awareness	30	60
(ii)	Reasoning ability	40	80
(iii)	Mathematical ability	40	80
(iv)	Test of Language English or Hindi	40	80
	TOTAL	150	300

Paper-II	TEST COMPONENTS	DURATION: 3hours
		MARKS
	Descriptive Type	200
TOTAL	200	



C. Syllabus:**Paper - I:**

- (i) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment and its relevance to the society. The questions will also be designed to test knowledge of the current events and of such matters of everyday observation as may be expected of an educated person. The test will include questions relating to India and its neighbouring countries, especially pertaining to History, Indian Polity & Constitution, Art & Culture, Geography, Economics, General Policy, Science & Scientific Research, National/International Organizations /Institutions, events etc.
- (ii) **Reasoning Ability:** The syllabus includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iii) **Mathematical Ability:** The test will cover Number System including questions on Simplification, Decimals, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs, etc.
- (iv) **Test of English or Hindi:**
In addition to the testing of candidate's understanding of the English or Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.

Paper - II:

Descriptive Type: The questions will be designed to test the ability of the candidate's knowledge and awareness about the subjects detailed below:

Topic	Marks allocated
Basic knowledge of the Constitution of India and working of its political system	30 marks (3 questions x 10 marks) Each question to be answered in 100 words
Basic knowledge of the administration in institutions of Higher Education	20 marks (2 questions x 10 marks) Each question to be answered in 100 words
Knowledge and application of Office Procedures, Rules & Regulations	30 marks (3 questions x 10 marks) Each question to be answered in 100 words
English/Hindi with special reference to skill in noting/drafting	20 marks (2 questions x 10 marks) Each question to be answered in 100 words
Situation Test essay, where the candidates reaction would be sought on a given situation test case	25 marks (200 words)
Knowledge of Computers with special reference to knowledge of word processing, data analysis packages	25 marks
Essay	50 marks (500 words)



Note:

1. The question paper would be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
2. The questions in the written test will be of the level of degree/diploma/examination, which is defined as the minimum eligibility for the respective post.
3. The minimum qualifying marks for Paper I and Paper II separately shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/ PwBD category. If the number of candidates qualifying is more than 30 times the advertised posts, the merit list would be restricted to 30 times the advertised posts.
4. Answer script of Paper-II of a candidate would be evaluated, only if the candidate qualifies in Paper-I.
5. There shall be negative marking for wrong answers in Paper I to the tune of 1/4th of marks allocated per question.
6. Merit list shall be drawn only for candidates who qualify both the Papers I and II separately. The Merit list shall be drawn on the basis of combined scores of both the papers.
7. In case of bunching/bracketing of candidates in the results of the written test, the priority/merit list would be decided as follows:
 - a) The candidate having more marks in aggregate in the examination/degree/diploma which is defined as the minimum eligibility for the respective post will be given preference.
 - b) In case of further bunching/bracketing of candidates, candidate senior in age will be given preference.
 - c) In case option at (a) and (b) is exhausted, it will be decided through draw of lots.

Scheme of Examination for Direct Recruitment to the post of Assistant

The following shall be the scheme of Examination, components of written test and its syllabus for recruitment to the post of Assistant by direct recruitment:

A. Scheme of the Examination:

Written Test			
	Type of Examination	Time:	Max. marks allowed:
Paper-I	MCQ Type	2 hours*	300 marks (150 questions)
Paper-II	Descriptive Type	2 hours*	150
Total Marks			450

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidates or similarly placed candidates from PwBD category.

B. Test components:

Paper-I	TEST COMPONENTS	DURATION: 2 hours	
		NO. OF QUESTIONS	MARKS
(i)	General awareness	30	60
(ii)	Reasoning ability	40	80
(iii)	Mathematical ability	40	80
(iv)	Test of Language English or Hindi	40	80
TOTAL		150	300

Paper-II	TEST COMPONENTS	DURATION: 2 hours	
		MARKS	
		Descriptive Type	150
TOTAL		150	



C. Syllabus:**Paper - I:**

- (i) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment and its relevance to the society. The questions will also be designed to test knowledge of the current events and of such matters of everyday observation as may be expected of an educated person. The test will include questions relating to India and its neighboring countries, especially pertaining to History, Indian Polity & Constitution, Art & Culture, Geography, Economics, General Policy, Science & Scientific Research, National/International Organizations /Institutions, events etc.
- (ii) **Reasoning Ability:** The syllabus includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iii) **Mathematical Ability:** The test will cover Number System including questions on Simplification, Decimals, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs, etc.
- (iv) **Test of English or Hindi:** In addition to the testing of candidate's understanding of the English or Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.

Paper - II:

Descriptive Type: The questions will be designed to test the ability of the candidate's knowledge and awareness about the subjects detailed below:

Topic	Marks allocated
Basic knowledge of the Constitution of India and working of its political system	30 marks (3 questions x 10 marks) Each question to be answered in 100 words
Basic knowledge of the administration in institutions of Higher Education	20 marks (2 questions x 10 marks) Each question to be answered in 100 words
Knowledge and application of Office Procedures, Rules & Regulations	30 marks (3 questions x 10 marks) Each question to be answered in 100 words
English/Hindi with special reference to skill in noting/drafting	20 marks (2 questions x 10 marks) Each question to be answered in 100 words
Situation Test essay, where the candidate's reaction would be sought on a given situation test case	25 marks (200 words)
Knowledge of Computers with special reference to knowledge of word processing, data analysis packages	25 marks

Note:

- The question paper should be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
- The questions in the written test will be of the level of degree/diploma/ examination which is defined as the minimum eligibility for the respective post.
- The minimum qualifying marks for Paper I and Paper II separately shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/ PwBD category. If the number of candidates qualifying is more than 30 times the advertised posts, the merit list would be restricted to 30 times the advertised posts.
- Answer script of Paper-II of a candidate would be evaluated, only if the candidate qualifies in Paper-I.
- There shall be negative marking for wrong answers in Paper I to the tune of 1/4th of marks allocated per question.



6. Merit list shall be drawn only for candidates who qualify both the Paper I and Paper II separately. The Merit list shall be drawn on the basis of combined scores of the two papers.
7. In case of bunching/bracketing of candidates in the results of the written test, the priority/merit list would be decided as follows:
- The candidate having more marks in aggregate in the examination/degree/diploma which is defined as the minimum eligibility for the respective post will be given preference.
 - In case of further bunching/bracketing of candidates, candidate senior in age will be given preference.
 - In case option at (a) and (b) is exhausted, it will be decided through draw of lots.

Scheme of Examination for Direct Recruitment to the Post of Junior Assistant

The following shall be the scheme of Examination, components of written test and its syllabus for recruitment to the post of **Junior Assistant and equivalent** by direct recruitment:

A. Scheme of the Examination:

Written Test			
	Type of Examination	Time:*	Max marks:
Paper-I	MCQ Type	3 hours	200 (200 questions)
Paper-II	Essay & Comprehension test	1.5 hour	100
Total Marks			300

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidates or similarly placed candidates from PwBD category.

B. Test components:

Paper-I	TEST COMPONENTS	DURATION: 3 hours	
		NO. OF QUESTIONS	MARKS
(i)	General awareness	50	50
(ii)	Reasoning ability	50	50
(iii)	Mathematical ability	50	50
(iv)	Language English or Hindi	50	50
TOTAL		200	200

Paper-II	TEST COMPONENTS	DURATION: 1 hour	
		MARKS	
	Essay, comprehension & letter writing	100	
TOTAL		100	

SKILL TEST	TEST COMPONENTS	DETAILS
	On spot typing test	Qualifying speed shall be at least 35 words per minute in English or 30 words per minute in Hindi, which will be tested on a computer (PC).*

* PwBD candidates for whom complete exemption for type test is provided as per guidelines issued by Central Government, will be exempt from the skill test.



C. Syllabus:

Paper I:

- (i) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment and its relevance to the society. The questions will also be designed to test knowledge of the current events and of such matters of everyday observation as may be expected of an educated person. The test will include questions relating to India and her neighboring countries, especially pertaining to History, Indian Polity & Constitution, Art & Culture, Geography, Economics, General Policy, Science & Scientific Research, National/International Organizations /Institutions, events etc.
- (ii) **Reasoning Ability:** The syllabus includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iii) **Mathematical Ability:** The test will cover Number System including questions on Simplification, Decimals, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs, etc.
- (iv) **Test of English or Hindi:** In addition to the testing of candidate's understanding of the English or Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.

Paper – II:

Essay, comprehension & letter writing: This test is meant for testing the applicability and correct usage of the language, where the candidates would be assessed through essay writing, comprehension and letter writing, situation test analysis etc.

Skill Test:

The typing test shall be a skill test, which shall be qualifying in nature and no additional credits for the same shall be allocated.

Note:

1. The question paper should be bilingual (English and Hindi) and the applicant will have the option to respond in either of the language. However, the same medium of language must be used throughout.
2. The questions in the written test will be of the level of degree/diploma/examination which is defined as the minimum eligibility for the respective post.
3. The minimum qualifying marks for Paper I and Paper II separately shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/ PwBD category. If the number of candidates qualifying is more than 30 times the advertised posts, the merit list would be restricted to 30 times the advertised posts for the purpose of shortlisting the candidates for skill test.
4. Answer script of Paper-II of a candidate would be evaluated only if the candidate qualifies in Paper-I.
5. There shall be negative marking for wrong answers in Paper I to the tune of $1/4^{\text{th}}$ of marks allocated per question.
6. Merit list shall be drawn only for candidates who qualify Paper I, Paper II and skill test, separately. The Merit list shall be drawn on the basis of combined scores of Paper I and Paper II only.
7. In case of bunching/bracketing of candidates in the results of the written test, the priority/merit list would be decided as follows:
 - a) The candidate having more marks in aggregate in the examination/degree/diploma which is defined as the minimum eligibility for the respective post will be given preference.
 - b) In case of further bunching/bracketing of candidates, candidate senior in age will be given preference.
 - c) In case option at (a) and (b) is exhausted, it will be decided through draw of lots.



Scheme of Examination for Direct Recruitment for the post of LABORATORY ATTENDANT

The following shall be the scheme of examination, components of written test and its syllabus for the post of LABORATORY ATTENDANT

A. Scheme of Examination:

Written Test		
Objective Type (MCQ) General Science and Awareness (150 questions)	Time: 3 hrs.*	Max. Marks: 300 marks
Total Marks		300 marks

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidates or similarly placed candidates from PwBD category.

Objective Type (MCQ)	TEST COMPONENTS	DURATION: 3 hours	
		NO. OF QUESTIONS	MARKS
(i)	General Science	60	120
(ii)	General Awareness	20	40
(iii)	Reasoning Ability	20	40
(iv)	Mathematical Ability	30	60
(v)	Test of Language English or Hindi	20	40
	TOTAL	150	300

B. Detailed Syllabus:

- (i) **General Science:** Questions will be designed to test the knowledge of science, laboratory equipment and lab practice. The questions may be from all the spheres of science, however, emphasis would be on the field of science pertaining to the department for which the candidate is being assessed. In case of appointment in departments under the Faculty of Arts/Social Sciences/Mathematical Sciences questions pertaining to the subject matter of the concerned department may also be included. For Computer Laboratory Attendant the questions may be based on computer science and computer applications.
- (ii) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment and its relevance to the society. The questions will also be designed to test knowledge of the current events and of such matters of everyday observation as may be expected of an educated person. The test will include questions relating to India and her neighboring countries, especially pertaining to History, Indian Polity & Constitution, Art & Culture, Geography, Economics, General Policy, Science & Scientific Research, National/International Organizations /Institutions, events etc.
- (iii) **Reasoning Ability:** The syllabus of General Intelligence includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iv) **Mathematical Ability:** The test of Arithmetical and Numerical Ability will cover Number System including questions on Simplification, Decimals, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs, etc.
- (v) **Test of Language English or Test of Language Hindi:**
 In addition to the testing of candidate's understanding of the English or Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.



Note:

- The question paper should be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
- The questions in the written test will be of the level of degree/diploma/examination which is defined as the minimum eligibility for the respective post.
- The minimum overall qualifying marks for written test shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/ PwBD category. If the number of candidates qualifying is more than 30 times the advertised posts, the merit list would be restricted to 30 times the advertised posts for the purpose of shortlisting the candidates for skill test.
- There shall be negative marking for wrong answers in MCQ based questions to the tune of 1/4th of marks allocated per question.
- Merit list shall be drawn only for candidates who qualify written test.
- In case of bunching/bracketing of candidates in the results of the written test, the priority/merit list would be decided as follows:
 - The candidate having more marks in aggregate in the examination/degree/diploma which is defined as the minimum eligibility for the respective post will be given preference.
 - In case of further bunching/bracketing of candidates, candidate senior in age will be given preference.
 - In case option at (a) and (b) is exhausted, it will be decided through draw of lots.

Scheme of Examination for Direct Recruitment to the post of Library Attendant

The following shall be the scheme of Examination, components of written test and its syllabus for recruitment to the post of **Library Attendant** by the direct recruitment:

A. Scheme of Examination:

Written Test		
Objective Type (MCQ) Library Aptitude, General Awareness etc. (150 questions)	Time: 3 hrs.*	Max. Marks: 300 marks
Total Marks		300 marks

*15 minutes extra per hour would be given to Visually Handicapped, Cerebral Palsy candidates or similarly placed candidates from PwBD category.

Objective Type (MCQ)	TEST COMPONENTS	DURATION: 3 hours	
		NO. OF QUESTIONS	MARKS
(i)	Library Aptitude	50	100
(ii)	General Awareness	25	50
(iii)	Reasoning Ability	25	50
(iv)	Mathematical Ability	25	50
(v)	Test of Language English or Hindi	25	50
	TOTAL	150	300



B. Detailed Syllabus:

- (i) **Library Aptitude:** Questions will be designed to test the knowledge and awareness on Library Information Science and recent development in the field of Library Science. The questions may be from all the spheres of library science.
- (ii) **General Awareness:** Questions will be designed to test the ability of the candidate's General Awareness of the environment and its relevance to the society. The questions will also be designed to test knowledge of the current events and of such matters of everyday observation as may be expected of an educated person. The test will include questions relating to India and her neighboring countries, especially pertaining to History, Indian Polity & Constitution, Art & Culture, Geography, Economics, General Policy, Science & Scientific Research, National/International Organizations /Institutions, events etc.
- (iii) **Reasoning Ability:** The syllabus of General Intelligence includes questions of both verbal and non-verbal types. Test may include questions on analogies, similarities, differences, space visualization, problem solving, analysis, judgment, decision making, visual memory, discrimination, observation, relationship, concepts, arithmetical reasoning, verbal and figure classification, arithmetical number series etc.
- (iv) **Mathematical Ability:** The test of Arithmetical and Numerical Ability will cover Number System including questions on Simplification, Decimals, Fractions, L.C.M., H.C.F., Ratio & Proportion, Percentage, Average, Profit & Loss, Discount, Simple & Compound Interest, Mensuration, Time & Work, Time & Distance, Tables & Graphs, etc.
- (v) **Test of Language English or Test of Language Hindi:** In addition to the testing of candidate's understanding of the English or Hindi Languages, its Vocabulary, Grammar, Sentence Structure, Synonyms, Antonyms and its correct usage etc. would also be tested.

Note:

1. The question paper should be bilingual (English and Hindi) and the applicant will have the option to respond in either of the languages. However, the same medium of language must be used throughout.
2. The questions in the written test will be of the level of degree/diploma/examination which is defined as the minimum eligibility for the respective post.
3. The minimum overall qualifying marks for the written test shall be 45% for the unreserved posts and 40% for the posts reserved for OBC category and 35% for the posts reserved for SC/ST/ PwBD category. If the number of candidates qualifying is more than 30 times the advertised posts, the merit list would be restricted to 30 times the advertised posts.
4. There shall be negative marking for wrong answers in written test to the tune of 1/4th of marks allocated per question.
5. Merit list shall be drawn only for candidates who qualify written test.
6. In case of bunching/bracketing of candidates in the results of the written test, the priority/merit list would be decided as follows:
 - a) The candidate having more marks in aggregate in the examination/degree/diploma which is defined as the minimum eligibility for the respective post will be given preference.
 - b) In case of further bunching/bracketing of candidates, candidate senior in age will be given preference.
 - c) In case option at (a) and (b) is exhausted, it will be decided through draw of lots.

