

## **ADDENDUM: NOTICE TO CANDIDATES**

### **(Advertisement No. 01/2022) (Non-Teaching Post under Group 'A', 'B' & 'C')**

1. A qualifying Test (Paper-I) of duration of one hour consisting of the Objective – type questions of 100 marks, carrying 50 questions of two marks each with negative marking of 0.50 mark for each incorrect answer, may be held. The minimum qualifying marks shall be 40%. This will be followed by a Descriptive-type Test (Paper-II) carrying 100 marks. However, the answer scripts of Paper-II shall be evaluated only in respect of those candidates who secure the minimum qualifying marks in Paper-I.
2. The Written Test (Paper – I & II) shall comprise Reasoning Ability, Simple Arithmetic, General Knowledge, Domain Knowledge on Establishment, Accounts, Examinations, Language proficiency in English and Hindi etc. (wherever applicable), noting & drafting. The syllabi for the written test will be devised for all posts separately.
3. The Candidates who secure 50% Marks in Paper – II shall be called for the Skill Test/Personality Test. The marks allocated for the Skill Test/Personality Test, shall be 50 and the minimum qualifying marks in the Skill Test/Personality Test shall be 25.
4. The Merit List shall be drawn based on the performance in Paper – II (Descriptive Test) only, subject to qualifying Paper-I (qualifying test) and the Skill test/Personality Test. In case of two candidates securing same marks, inter-se merit will be decided on the basis of date of birth, i.e., the candidate senior in age will rank higher in the merit.