

Candidates belonging to SC/ST/OBC-NCL/EWS/PwD category, who are selected on the same standard as applied to General category candidates and who appear in the general merit list owing to their merit, would be treated as General candidates. Such candidates would be adjusted against unreserved point of the reservation roster. In other words, when a relaxed standard is applied in selecting an SC/ST/OBC-NCL/EWS/PwD candidate, for example, in the age limit, marks, etc., such SC/ST/OBC-NCL/EWS/PwD candidates shall be counted against reserved vacancies only and they would be deemed to be unavailable for consideration against unreserved vacancies.

Mode of Selection : Eligible candidates will be required to appear for Preliminary Examination (OMR based Objective Type), Main (Descriptive) Examination, English Typing Test and Interview, as per the following Scheme of the Examination:

Stage – I (Qualifying Stage)	
<p>Preliminary Examination (OMR based Objective Type)</p> <p>Total Marks – 120 Marks</p> <p>Total Time – 120 Minutes</p>	<p>The Preliminary Examination, having 120 Questions in total, would consist of the following three (3) parts:-</p> <p>(I) English Language & Comprehension (45 Questions = 45 Marks);</p> <p>{Questions will be designed to test candidate's understanding of the English language – Vocabulary; Synonyms; Antonyms; Comprehension Passage; Idioms & Phrases; One Word Substitution; Gender; Degrees; Preposition; Articles; Fill in the Blanks; Shuffling of Sentence Parts; Spot the Error; Active / Passive Voice; Conversion into Direct / Indirect Narration; etc.}</p> <p>(II) General Awareness / Knowledge and Current Affairs / Events (45 Questions = 45 Marks); and</p> <p>{30 Questions will be related to Salient Features of the Constitution of India; Indian Judiciary; Sports & Games; Art & Culture; Indian History, Polity & Geography; Everyday Science; National / International Organizations / Institutions / Awards; Famous Personalities; Important Days; Inventions & Discoveries; etc.; while 15 Questions will be related to Current Affairs / Events.}</p> <p>(III) General Intelligence, Reasoning Ability & Numerical/ Arithmetic Ability (30 Questions = 30 Marks).</p> <p>{30 Questions of both verbal and non-verbal types will be on Analogies; Similarities & Differences; Classification; Problem Solving / Decision Making; Relationship Concepts; BODMAS; Percentage (including Profit & Loss, Discount, etc.); Simple & Compound Interest; Time, Speed & Distance/ Time & Work; Ratio & Proportion, etc.}</p> <p>There would be 25% negative marking (i.e., deduction of 0.25 Mark for each wrong answer).</p> <p>The following shall be qualifying criteria for the next stage of the Examination:</p> <p>General Category : 60 Marks (50% of 120 Marks) Reserved Category : 54 Marks (45% of 120 Marks)</p> <p>Same criteria of 54 Marks (45%) would be applicable for Ex-servicemen candidates as well as PwD candidates of categories for which post has been reserved, as mentioned in this Notice above.</p> <p>Out of successful / qualified candidates of Stage – I, i.e., Preliminary Examination (OMR based Objective Type) to the extent of fifteen (15) times the number of vacancies advertised in each category (i.e., GEN/EWS/OBC-NCL/SC/ST/Ex-servicemen/PwD) will be called for the next stage of the Examination, i.e., Stage – II / Main (Descriptive) Examination.</p>

Stage – II	
Main (Descriptive) Examination	Main (Descriptive) Examination of English language would consist of two parts:-
Total Marks – 100 Marks	Part ‘A’ : Essay (250 words = 40 Marks) & Letter (10 Marks); and
Total Time – 120 Minutes	Part ‘B’ : Grammar (30 Marks) & Translation (25 words = 20 Marks).
	Minimum passing marks for General Category candidates will be 50% (i.e., 50 Marks out of 100 Marks) and for Reserved Category candidates (including PwD & Ex-servicemen) will be 45% (i.e., 45 Marks out of 100 Marks).
	Only the successful candidates of Stage – II, i.e., Main (Descriptive) Examination will be called for the next stage of the Examination, i.e., Stage – III / English Typing Test.

Stage – III (Qualifying Stage)	
English Typing Test	Typing Test of ten (10) minutes’ duration will be conducted on computers to assess candidates’ minimum speed of 35 words per minute in English Typing on Computer.
	The criterion of ‘characters with space’ for calculating the typing speed will be adopted. Total number of mistakes permissible would be 3% of the total words typed, which figure / number will be round off to ‘.05’ in case of 0.01 to 0.49 and to ‘1.0’ in case of 0.51 to 0.99.
	All the successful / qualified candidates of Stage – III, i.e., English Typing Test will be called for the next stage of the Examination, i.e., Stage – IV / Interview.

Stage – IV	
Interview	Minimum Passing Marks for General Category candidates will be 12.5 Marks and for Reserved Category candidates (including PwD & Ex-servicemen) will be 11 Marks.
Total Marks – 25 Marks	

Notes :

1. There shall be no ‘rounding off’ of marks at any stage of the Examination.
2. The final select / merit list will be prepared by adding the marks secured by candidate(s) in Stage – II, i.e., Main (Descriptive) Examination and Stage – IV, i.e., Interview only; while Stage – I, i.e., Preliminary Examination (OMR based Objective Type) and Stage – III, i.e., English Typing Test are qualifying in nature.
3. The cases of tie of marks will be resolved by applying the following methods one after another:-
 - (i) Total Marks in Stage – II, i.e., Main (Descriptive) Examination.
 - (ii) Date of Birth, i.e., the candidate older in age gets preference over younger in age.
 - (iii) Alphabetical order of the names.

Examination Fee:

A non-refundable online fee of Rs.600/- (Rupees Six Hundred Only) along with applicable transaction charges will be payable by General/OBC-NCL/EWS candidates and Rs.300/- (Rupees Three Hundred Only) along with applicable transaction charges will be payable by the candidates belonging to the categories of SC/ST/Ex-servicemen/PwD suffering from disability both leg (BL), one leg (OL), blind (B), low vision (LV), hearing handicapped (HH), one arm (OA) and one arm and one leg (OAL).

It is clarified that the examination fee, once paid, shall not be refunded under any circumstances. It is also clarified that no chargeback will be entertained. Therefore, the candidates, before applying, should ensure that they are eligible for the post.