


CORRIGENDUM OF EMPLOYMENT NOTIFICATION NO. 1 OF 2016

MODE OF EXAMINATION

For English Stenographer - Paper I - General English (100 marks) (Syllabus - Spelling, Correct use of words, Correctness of sentences, use of common phrases, Synonyms and Antonyms and Punctuation (Time limit 1 & 1½ hours); Paper II - Dictation and Transcription (400 marks) (Dictation lasting for 6 minutes followed by transcription of notes in candidates own handwriting for an hour); Paper III - Typing in Typewriter machine (100 marks) (The candidates are required to type from a manuscript accurately on the Type Writer @ not less than 30 words per minute. The test will be for 10 minutes). On the basis of the result of the all the three papers, a number of successful candidates will be called for personality test where knowledge in computer operation shall also be tested. On the basis of the result of all three papers and personality test, a final panel will be prepared. Candidates will be called for interview in the ratio of 1:3 (i.e. for each vacant post 3 candidates will be called up for interview).

For Lower Division Clerk : The examination shall consist of two parts viz. Part I and Part II. Only the successful candidates of Part I examination who will qualify, the qualifying marks which will be fixed by the Appropriate Authority, shall be called for Part II Examination. The Part I examination will carry 100 marks having 100 questions of one (1) mark each, comprising multiple choice objective type questions on Mathematical Skills, English, General Awareness and Computer. The duration of Part - I examination shall be one and half hours. The Part II examination shall consist of descriptive type question on (a) Group A English and (b) Group B Bengali carrying 50 marks each for Group A and Group B. The duration of part II examination shall be 1 hour. On the basis of the result of part II examination, a number of candidates will be selected for personality test carrying 10 marks and a final panel will be prepared on the basis of the result of the total marks obtained in Part II examination and personality test. The Appropriate Authority shall fix the minimum qualifying marks in Part I Examination. The standard of examination shall be similar to that of Madhyamik of the West Bengal Board of Secondary Education. Candidates will be called for interview in the ratio of 1:3 (i.e. for each vacant post 3 candidates will be called up for interview)


DISTRICT JUDGE
PURULIA