



मोहनलाल सुखाड़िया विश्वविद्यालय, उदयपुर  
MOHANLAL SUKHADIA UNIVERSITY: UDAIPUR

ESSENTIAL QUALIFICATION / SYLLABUS / SCHEME OF EXAMINATION  
FOR VARIOUS NON TEACHING POSTS IN REFERENCE UNIVERSITY  
NOTIFICATION NO.33 DATED 23-06-2018

1	<b>DEPUTY COMPTROLLER</b>
	<p><b><u>ESSENTIAL QUALIFICATION</u></b></p> <p>The minimum qualifications for direct recruitment to the post of Deputy Comptroller shall be a Master's Degree with at least 55% for General Category and 50% of the marks for ST/SC/OBC and other reserved categories or its equivalent grade of 'B' in the UGC 7 point scale along with-</p> <p>Nine years of experience as Assistant Professor in the AGP of Rs. 6000 and above with experience in educational administration or comparable experience in research establishment and /or other institutions of higher education.</p> <p style="text-align: center;">OR</p> <p>Five years of administrative experience as Account Officer/Assistant Registrar or in an equivalent post in Central/State University.</p> <p><b>DESIRABLE: M.Com./M.B.A.(Finance)/CA/ICWA/CS</b></p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"><p>Scheme of Examination and Selection Procedure will be uploaded on university website, if applications are received more than the ratio of 1:10</p></div>

2	<b>DEPUTY REGISTRAR</b>
	<p data-bbox="304 356 823 394"><b><u>ESSENTIAL QUALIFICATION</u></b></p> <p data-bbox="397 439 1414 624">The minimum qualifications for direct recruitment for the post of Deputy Registrar shall be a Master's Degree with at least 55% of marks for General Category and 50% of the marks for ST/SC/OBC and other reserved categories or its equivalent grade of 'B' in the UGC 7 point scale along with-</p> <p data-bbox="397 629 1414 779">Nine years of experience as Assistant Professor in the AGP of Rs. 6000 and above with experience in educational administration or comparable experience in research establishment and /or other institutions of higher education.</p> <p data-bbox="831 786 882 817" style="text-align: center;">OR</p> <p data-bbox="397 824 1353 898">Five years of administrative experience as Assistant Registrar or in an equivalent post in Central/State University.</p> <div data-bbox="308 976 1406 1133" style="border: 1px solid black; padding: 5px; margin-top: 20px;"> <p data-bbox="411 981 1358 1093">Scheme of Examination and Selection Procedure will be uploaded on university website, if applications are received more than the ratio of 1:10</p> </div>

**I. ESSENTIAL QUALIFICATION**

The minimum qualifications for direct recruitment for the post of Assistant Registrar shall be a Master's Degree with at least 55% of marks or its equivalent grade of 'B' in the UGC 7 point scale along with a good academic record (as Assistant Professor) as laid down by Mohanlal Sukhadia University Qualification and Procedure for Appointment and Selection for the post of Teaching and Other Academic Post-2017. Relaxation in percentage to SC/ST/OBC and other categories will be as per norms mentioned in Mohanlal Sukhadia University Qualification and Procedure for Appointment and Selection for the post of Teaching and Other Academic Post-2017.

**II. SCHEME OF EXAMINATION AND SELECTION PROCEDURE**

The Examination & Job test based on work experience for the post of Assistant Registrar shall include the following process and shall carry the number of marks as shown against it.

S.No.	Paper	Duration of Examination	Marks
<b>Phase – I</b>			
1.	General Awareness, English, Hindi, Test of Reasoning and Computational Skill (objective type)	One Hour	50
<b>Phase – II</b>			
1.	Job Test-relating to Higher Education- descriptive (theoretical type)	One Hour	30
2.	Personal Interview		20
<b>Total</b>			<b>100</b>

**Explanation :**

The Direct recruitment of Assistant Registrar shall be made through Examination & Job test based, as prescribed by the University. Each year or whenever required, University shall conduct an Examination & Job test for this post and shall prepare list in order of merit on the basis of Examination, Job test and interview and the appointments shall be made out of this list.

1. “Persons with disabilities” shall be required to submit a certificate issued by an officer not below the rank of Chief Medical and Health Officer at the time of submitting his application to the University for appearing in the examination.
2. The standard of the papers will be based on work experience and on the Post-graduate Degree Examination of the University. The syllabus and scope of each paper for the examination will be as prescribed by the University from time to time and will be intimated to the candidates within the stipulated time in the matter as University deem fit.
3. The Examination will be held in Phase-I and Job test in Phase-II. The papers of Phase-I will be objective type and Phase-II Job test will be of theoretical type.
4. Only those candidates who have obtained minimum 40% qualifying marks in Phase-I and Phase-II – shall be called for personal interview in ratio of 1:10 based on merit.
5. The marks obtained by a candidate in the Phase-I, Phase-II and personal interview will be counted for determining their final order of merit and the appointment to the vacant posts shall be made out of this list.

### **SYLLABUS**

The Examination & Job test for the post of Assistant Registrar shall include the following topics :

1. Language proficiency Hindi & English both.
2. Test of reasoning and computational skill.
3. Office Management process – drafting, note sheet writing.
4. Precise writing
5. Knowledge about Apex bodies relating to Higher Education such as UGC, AICT, NCTE, RUSA, NAAC.
6. University organizational set up and its management.
7. Terms & terminologies used in University Administration.
8. Proficiency in Word and Excel with other applications of Computer

**I. ESSENTIAL QUALIFICATION**

M.A./M.Sc. in Geography from a recognized University / Institution with minimum 55 percent marks ( Relaxation of 5% to SC/ST and other categories as per norms).

**Desirable :** Post-graduate Diploma or higher professional degree in Remote Sensing and GIS/ Geo-informatics with working experience of Cartographic work in a University or Government Organization.

**II. SCHEME OF EXAMINATION AND SELECTION PROCEDURE**

S.No.	Paper	Duration of Examination	Max. Marks
1.	<b>Phase – I</b> Written Examination	1 Hours	40
2.	<b>Phase – II</b> Job Test	2 Hours	40
3.	<b>Phase –III</b> Personal Interview		20
<b>Total</b>			<b>100</b>

**Explanation :**

The appointment on the post of Cartographer will be made by direct recruitment from amongst the candidates who fulfill the essential qualification prescribed for the post. The University shall conduct a three level selection comprising two phases of examinations followed by personal interview; and shall prepare a selection list in order of merit based on the marks obtained in written examination, job test and personal interview, and appointments shall be made accordingly.

1. “Persons with disabilities” shall be required to submit a Certificate issued by an Officer not below the rank of Chief Medical and Health Officer at the time of submitting his application to the University for appearing at the examination.
2. The standard of the papers will be according to the minimum academic qualification prescribed for the post. The syllabi and scope of papers for the examinations shall be prescribed by the University from time to time and will be intimated to the candidates within the stipulated time period in the regard as the University deems fit.
3. The selection process shall consist of (i) Phase I (ii) Phase II, and (iii) Personal Interview.

4. Phase I shall have a 'Written Test' carrying 40 marks. Phase I shall test theoretical knowledge and shall be objective type. There will be no negative marking. Only such candidates who obtain a minimum of 40 percent marks in Phase I shall qualify for Phase II subject to fulfillment of qualifications prescribed for the post.
5. Phase II shall have a 'Job Test' carrying 40 marks to test practical/ hands-on skills. Only such candidates who obtain a minimum of 40 percent marks in Phase II shall be eligible for personal interview.
6. Eligible candidates shall be called for personal interview in the ratio of maximum 10 candidates against 01 post (1:10) in order of merit prepared on the basis of aggregate marks obtained in Phase I and Phase II.
7. Personal interview shall carry 20 marks.
8. Total marks obtained by a candidate in Phase I, Phase II and personal interview shall be counted for determining the final merit.
9. The recommendation(s) for selection of candidate(s) in the main list and waiting list shall be made in order of final merit being prepared as stipulated herein above.

### III. SYLLABUS

#### Phase I : Written Examination

**Maximum Marks: 40**

**Duration : 1Hours**

#### Part-I Geography of Indian & Rajasthan

**08 Marks**

1. Physiography
2. Climate
3. Drainage
4. Soil and vegetation
5. Demography

#### Part-II: Cartography

**08 Marks**

1. **Principles:** Definition, nature, scope and history
2. **Scales and Projections:** Types and construction of scales, Definition, types and utility of various types of map projections, concept of spheroid and datum.
3. **Graphs & Diagrams:** *Diagrams*- Characteristics, construction and use of various types of one dimensional, two-dimensional and three-dimensional diagrams; *Graphs* -characteristics, construction and use of various types of graphs. Graphs and diagrams for climatic, population and economic data

**Part-III: Maps** **08 Marks**

1. **Maps:** Concept and classification. Characteristics, construction and use of various types of maps
2. **Representation of relief:** Profiles — types and construction; contours, hill shading, hachures, layer tint, Digital Elevation Model
3. **Study of maps:** Toposheet and weather maps, National Map Policy of India, mapping organizations of India (Survey of India, NATMO etc.)

**Part-IV: Remote Sensing and GIS** **08 Marks**

1. **Basic concepts:** Remote Sensing process, sources of remote sensing data, platforms and sensors
2. **Image composition:** Image structure and formats, resolutions and color composites
3. **Image processing:** Georeferencing, contrast enhancement, basics of image classification, visual interpretation
4. **Basics of GIS:** Components, data input, raster and vector data model
5. **Data editing:** Spatial data editing, errors, attribute data input and management, table join, data visualization and map composition

**Part-V: Use of Web Portals and Softwares for Cartography (Basic Introduction)** **08 Marks**

1. Google Earth
2. Bhuvan
3. Water Resources Information System (India-WRIS)
4. QGIS, SAGA, ERDAS/ENVI, SPSS, Microsoft Excel
5. AutoCAD

*Scheme of Examination:* 40 Multiple Choice

**Phase-II : Job Test**

**Maximum Marks: 40**  
**Duration : 2 Hours**

Four questions of equal weightage

1. Construction of graphs/diagrams/ relief representation — Analog/ digital
2. Map composition (Choropleth/ Isopleth/ Choroschematic/ Chorochromatic) Analog/Digital
3. Import and processing of data in image processing software- SAGA/ERDAS/ENVI (available software)
4. Data generation in QGIS/ ArcGIS

*Scheme of Examination:* Cartographic work – Generation of analog/digital output. Due weightage will be given to job efficiency, accuracy and cartographic quality of output.

5.	<b><u>H.L.A. (Head Legal Assistant)</u></b>
	<p><b>I. <u>ESSENTIAL QUALIFICATION</u></b></p> <p>(i) Law Graduate OR Its equivalent with three years course of Proficiency Degree.</p> <p>(ii) Five years experience as Legal Assistant/Teaching/Research - Experience certificate should be proper format which is duly issued by the District or Session Court.</p> <p><b>II. Syllabus <span style="float: right;">Maximum Marks:100</span></b></p> <p><b><u>PART – I Written examination</u> Maximum Marks: 60</b></p> <p>A. Constitution of India with special emphasis on Fundamental Rights, Directive Principles and enforcement of right through writs, functioning of High Courts and Supreme Court and Attorney General for avoidance Act and Limitation Act. <span style="float: right;"><b>30 Marks</b></span></p> <p>B. Civil Procedure Code and Criminal Procedure Code (Provisions required to be referred generally in Government Offices will be given importance). <span style="float: right;"><b>30 Marks</b></span></p> <p><b><u>PART – II</u></b></p> <p><b><u>DRAFTING AND CONVEYANCING</u> Maximum Marks: 40</b></p> <p>Drafting with emphasis on Assignments, Bond, MoU, Expression of Interest, Legal Opinion, Contracts, Right to Information, Tenders and Deeds.</p> <p><b><u>Note :</u></b></p> <p>(i) One written paper of 3 hours duration, consisting of Part I and II of above syllabus in English &amp; Hindi medium.</p> <p>(ii) Part I will consist of 60 objective type questions i.e. 30 questions from section A and 30 questions from section B. Each question is of 1 mark.</p> <p>(iii) Part II will consist of 8 descriptive questions of 5 marks each. Total 40 Marks.</p> <p>(iv) Qualifying marks shall be 50%.</p> <p><b>Final merit will be prepared on the basis of the marks secured in the part I and Part II i.e. sum of the marks will be 100. Pass marks shall be 50 %.</b></p>



6. **STATISTICAL ASSISTANT**

**I. ESSENTIAL QUALIFICATION**

Minimum of Second Class Master's Degree in Statistics/ Mathematics / Economics or Commerce with one year Diploma in Statistics or Statistics as an optional subject at Graduation Level along with Computer Science as an optional subject at Graduation Level or Diploma/Certificate in Computer from Government /Recognized Institution.

**Desirable :** Five years experience as Data Entry Operator. Experience of working in Institutions of Higher Education / University will be preferred.

**II. SCHEME OF EXAMINATION AND SELECTION PROCEDURE**

S.No.	Paper	Duration of Examination	Max. Marks
1.	<b>Phase – I</b> Written Examination	2 Hours	50
2.	<b>Phase – II</b> Job Test	2 Hours	50
	<b>Total</b>		<b>100</b>

**IV. SYLLABUS**

**PHASE-I WRITTEN EXAMINATION**

**Maximum Marks : 50**

**Duration : 2 Hours**

1. Collection, Classification, Tabulation and Diagrammatic Presentation of Data, Measures of Central Tendency, Dispersion, Moments, Skewness and Kurtosis.
2. **Correlation and Regression:** Karl Pearson and rank correlation coefficients, Multiple and Partial Correlation, Linear Regression.
3. **Probability:** Classical and Axiomatic Approaches of Probability, Conditional Probability, Bayes Theorem, Random Variable and Mathematical Expectation with Applications.
4. **Probability Distributions:** Uniform, Binomial Poisson, Exponential, Rectangular and Normal Distribution with Properties and Applications.
5. **Sampling Distributions:** Chi-squares, T and F Distributions.
6. **Theory of Estimation:** Point and Interval Estimation, Properties of Estimator, Methods of Estimation-Least Square and Maximum Likelihood Estimators.
7. **Testing of Hypothesis:** Concept of Hypothesis, Types of Error in Testing, Critical Region and Level of Significance, Neyman Pearsan Lemma and Two Tailed Tests Based on Small and Large Samples.
8. **Non-Parametric Tests:** Run, Sign. Median and Kolmogorav Smirnov One Sample Test.

**9. Design of Sample Survey:** Sample Unit, Sampling Frame, Sampling Fraction, Sampling with and without replacement, Population Parameter and Sample Estimator, Efficiency, Accuracy and Precision, Sampling and Non Sampling Errors. Simple Random Sampling, Probability Proportion to Size with replacement, Sampling with Varying Probability and without replacement. Stratified Random Sampling, Systematic Sampling.

**10. Design of Experiments:** Analysis of Variance for one way and two way classified data. Principles of Designs, Completely Randomised Designs, Randomized Block Design, Latin Square Designs.

**11. Time Series Analysis:** Components, Measurements of Trend, Seasonal, Cyclical and Irregular Variations.

**12. Index Number:** Uses, Types and limitations of index numbers, Construction of Index Numbers, Simple and Weighted Aggregate Method, Simple and Weighted Average Price-relatives, Chain Base Index Number, Base shifting, Splicing and Deflating of index numbers, Cost of Living Index Numbers.

**13. Vital Statistics:** Collection of Vital Statistics, Measures of Mortality and Fertility, Life Tables, Population Growth.

**14. Statistical Organization in India:** CSO, NSSO, National Income Statistics, Population Census, Agricultural Census, Livestock Census.

## **PHASE-II JOB TEST**

**Maximum Marks : 50**

**Duration : 2 Hours**

### **Computation and Interpretation of the following Statistical Methods**

- Measures of Central Tendency
- Measures of Dispersion, Skewness, Moments and Kurtosis
- Fitting of Binominal, Poisson and Normal distributions
- Linear Correlation and Regression Analysis
- Test of Hypothesis in large samples
- Test of Hypothesis in small samples
- One-way ANOVA
- Two-way ANOVA

7	<b>LABORATORY ASSISTANT</b>
	<p><b><u>I. ESSENTIAL QUALIFICATION</u></b></p> <p>(i) <b>PHARMACY-</b> Diploma in Pharmacy with knowledge of Computer Applications.</p> <p>(ii) <b>SCIENCE –</b> Graduate in concerned stream along with knowledge of Computer Applications.</p> <p>(iii) <b>VISUAL ARTS –</b> M.A. in Visual Arts along with knowledge of Computer Applications.</p> <p>(iv) <b>GEOGRAPHY-</b> B.A./B.Sc. with Geography as one of the subjects. Good knowledge of Computer Operation and Maintenance.</p> <p>(v) <b>HOTEL &amp; TOURISM MANAGEMENT</b></p> <p>(i) Three / Four year degree course in Hotel Management from an AICTE/ NCHMCT approved College or UGC approved University.</p> <p>(ii) Minimum 2 years experience in Five Star / Five Star Deluxe Hotel and/ or at least 3 years experience in an UGC approved University.</p> <p><b>Note:-</b> The employee from Mohanlal Sukhadia University, Udaipur who have passed Senior Secondary (10+2) examination or equivalent with Science (or in concerned stream) and have 10 years experience as Laboratory Attendant will also be eligible for this post.</p>

## **I . SCHEME OF EXAMINATION FOR THE POST OF LABORATORY ASSISTANT -**

### **Competitive Examination for the post of Laboratory Assistant**

The Competitive Examination for the post of Laboratory Assistant shall include the following papers and each paper shall carry the number of marks as shown against it. Only those candidates who have obtained qualifying marks in Phase-I examination shall be allowed to appear in Phase-II examination.

S.No	Paper	Duration of Examination	Marks
<b>Phase – I Written Examination</b>			
1.	General Knowledge, General Hindi and General English	One Hour	50
<b>Phase – II</b>			
1.	Job Test in related subject (s)	30 Minutes each	30
2.	Efficiency Test	30 Minutes each	20

**For Lab Assistant, subject knowledge is important than language.**

## **I. SYLLABUS FOR PHASE I - WRITTEN EXAMINATION**

### **PHASE – I Written Examination (Phase-I written examination common for all Subjects)**

**Maximum Marks : 50**

**Duration : 1 Hours**

#### **PART - I : General Knowledge**

1. समसामयिक ज्ञान . राजस्थान एवं प्रादेशिक स्तर की प्रमुख घटनाएँ, मुद्दे, व्यक्तित्व, संस्थाएँ ।
2. भारत – क्षेत्रफल, भाषाएँ, जलवायु, राजनैतिक परिदृश्य, जनसंख्या, शिक्षा, प्रमुख विशेषताएँ , ऐतिहासिक घटनाएँ ।
3. राजस्थान – क्षेत्रफल, जलवायु, जनसंख्या, जातियाँ, खनिज, वन, जल, पशु, वन्यजीव, प्रमुख फसलें, प्रमुख उद्योग, इतिहास, शिक्षा, स्वास्थ्य, विकास की योजनाएँ, लोकगीत, लोकसंगीत, लोकनृत्य, मेले एवं त्यौहार, रीति रिवाज, वेशभूषा एवं आभूषण, प्रमुख व्यक्तित्व, लोक देवता, संत, कवि, योद्धा, राजनैतिक परिदृश्य, ऐतिहासिक घटनाएँ आदि ।
4. दैनिक जीवन में विज्ञान – सामान्य विज्ञान सम्बन्धित जानकारी ।
5. संस्थागत जानकारी – मोहनलाल सुखाड़िया विश्वविद्यालय के सम्बन्ध में सामान्य जानकारी ।

#### **PART - II : General English**

- Sentence patterns
- Direct and indirect speech
- Tenses
- Determiners
- Parts of speech
- Spellings, Synonyms, Antonyms
- Correction of errors, Fill in the blanks
- Phrasal verbs & idioms
- Translation from Hindi to English

#### **PART - III : General Hindi (सामान्य हिन्दी )**

1. संधि, समास, उपसर्ग, प्रत्यय ।
2. पर्यायवाची शब्द, विलोम शब्द, वाक्यांश के लिए एक शब्द ।
3. शब्द शुद्धि और वाक्य शुद्धि
4. मुहावरे और लोकोक्तिर्याँ
5. पारिभाषिक शब्द (अंग्रेजी से हिन्दी)
6. संज्ञा, सर्वनाम, क्रिया, विशेषण ओर अव्यय
7. वाक्य रचना और प्रकार

## **II. SYLLABUS FOR PHASE - II**

### **Laboratory Assistant (Science and Pharmacy)**

**PHASE –II Maximum Marks : 50 Duration : 1 Hours**

**JOB TEST Maximum Marks : 30 Duration : 30 Minutes**

1. अम्ल एवं क्षार, उत्प्रेरक।
2. प्रमुख खनिज एवं अयस्क।
3. प्रमुख रासायनिक यौगिक, गैसें, द्रव।
4. कार्बन एवं उसके यौगिक।
5. प्रकाश, अपवर्तन व परावर्तन लेन्स एवं लेन्स के प्रकार।
6. सूक्ष्मदर्शी एवं दूरदर्शी।
7. विद्युत एम्पियर, वोल्ट, प्रतिरोधकता, सूचालक एवं कुचालक, अमीटर, वोल्ट मीटर।
8. ऊर्जा एवं ऊर्जा स्रोत : कोयला, तेल, प्राकृतिक गैस, गैर-पारम्परिक ऊर्जा स्रोत।
9. कोशिका, पादप समूह, पादपों का वर्गीकरण, प्राणियों का वर्गीकरण, पादपों एवं जन्तुओं का आर्थिक महत्व।
10. पर्यावरण, पर्यावरण के घटक, प्रदूषण एवं प्रदूषक।
11. प्रयोगशालाओं में प्रयुक्त होने वाले प्रमुख उपकरणों/सामग्री की सामान्य जानकारी।
12. प्रयोगशाला में कार्य करते समय सावधानियों एवं सुरक्षा के उपाय।

**Efficiency Test: Maximum Marks : 20 Duration : 30 Minutes**

It will be based on efficient performance of job test objectives.

### **Laboratory Assistant (Visual Arts)**

**PHASE –II Maximum Marks : 50 Duration : 1 Hours**

**JOB TEST Maximum Marks : 30 Duration : 30 Minutes**

1. How to set print machine ?
2. Covering ground and smoke on zinc plate.
3. Covering and melting of aqua on zinc plate.
4. How to arrange still objects and live model before students?
5. How to stretch and prepare canvas for painting?
6. Produce a print of etching plate in three colors with support of rollers.
7. Setting of projector for any media presentation.

**Efficiency Test: Maximum Marks : 20 Duration : 30 Minutes**

It will be based on efficient performance of job test objectives.

**Laboratory Assistant (Geography)**

**PHASE –II Maximum Marks : 50 Duration : 1 Hours**

**JOB TEST Maximum Marks : 30 Duration : 30 Minutes**

1. Preliminary Knowledge of Cartography-I (Scales and presentation of geomorphic and climatic data).
2. Knowledge of principles and working of weather instruments including self-recording instruments: thermometer, thermograph, barometer, barograph, hygrometer, hygrograph, rain gauge, rainograph, wind wane and cup anemometer.
3. **Basic Knowledge about the following instruments remote sensing maps:**
  - a. Surveying:
    - i. Objectives; primary division and classification of surveying; principles of surveying.
    - ii. Plane table survey.
    - iii. Prismatic compass survey.
4. Topographical maps.
5. Remote sensing.

**Efficiency Test: Maximum Marks : 20 Duration : 30 Minutes**

It will be based on efficient performance of job test objectives.

**Laboratory Assistant (Hotel and Tourism Management)**

**PHASE –II Maximum Marks : 50 Duration : 1 Hours**

**JOB TEST Maximum Marks : 30 Duration : 30 Minutes**

**( Food Production, F & B Service, Housekeeping and Front Office)**

**Unit-I :** Culinary history, Hierarchy of kitchen, Culinary terms, Aims & object of cooking food, Method of cooking food, vegetable and fruit cookery, Stocks, Sauces, Commodities -Shortening (Fats & Oils) - Raising Agents- Thickening Agent-Sugar, Bakery.

**Unit-II :** The Hotel & Catering Industry – Attitudes and behavior in the kitchen – Personal hygiene – Uniform & protective clothing, Department of organizations & staffing, Food services area (F&B outlets), Ancillary departments, F & B services Equipment, Non-alcoholic beverages.

**Unit-III :** Introduction to hospitality industry, Front office department, front office organization, Guest types, Room types, Role of front office, Cleaning an organization.

**Unit-IV :** Housekeeping and its role in hospitality operation, Organization chart of the housekeeping department, Duties and responsibility of housekeeping staff, Layout in housekeeping department, Inter departmental relationship, Cleaning agents, Cleaning equipment and their care, Cleaning different surfaces.

**Efficiency Test: Maximum Marks : 20 Duration : 30 Minutes**

Practical's based on the above Job Test Syllabus.

### **Explanation for the post Sr. 6 & 7 : Statistical Assistant & Laboratory Assistant :**

The recruitment to the posts will be made by direct recruitment from amongst who possess the academic qualifications prescribed for the concerned posts. The Direct recruitment for the above posts shall be made through competitive examination as prescribed by the University wherever required.

1. Persons with disabilities” shall be required to submit a certificate issued by an officer not below the rank of Chief Medical and Health Officer at the time of submitting his application to the University for appearing in the examination.
2. The standard of the papers for competitive examination will be that of the Graduate Examination of a University established by law of India. The syllabus and scope of each paper for the competitive examination will be as prescribed by the University from time to time and will be intimated to the candidates within the stipulated time in the matter as University deem fit.
3. The Competitive Examination will be held in two phases - Phase-I & Phase-II. The paper of Phase-I will be multiple choice & objective type for Lab. Assistant and descriptive type for Statistical Assistant.
4. Minimum 40% marks shall be mandatory to qualify in each phase separately.
5. The marks obtained by a candidate who qualify in Phase-I and has University work experience shall be enhanced Bonus marks as per norms.

Based on marks obtained by a candidate in Phase-I i.e minimum 40% marks, ten times the number of vacancies in each category be called for Phase –II i.e. Job test and efficiency test strictly in accordance with merit.

In case of persons working/worked in the University who have obtained minimum 40% marks in phase-I, the capping of 15 % marks as per their experience will be counted in the marks obtained by them in Phase-I wherever applicable as per norms and will be called for Phase-II i.e. Job test and efficiency test strictly in accordance with merit.

The marks obtained by a candidate including who have university work experience in phase-I and phase-II of the examination i.e. minimum 40% marks in each phase will be counted for determining their final order of merit and the appointment to the vacant posts shall be made out of this list.

**REGISTRAR**