

**BHARATI COLLEGE**  
**(UNIVERSITY OF DELHI)**  
**C-4, JANAKPURI, NEW DELHI-110058**

BC/LDE/Jr. Asstt./2021/319

08-07-2021

**NOTIFICATION**

**LIMITED DEPARTMENT EXAMINATION FOR THE PROMOTION TO THE POST  
OF JUNIOR ASSISTANT PAY MATRIX LEVEL-2 (Rs 19900-63200)**

Applications are invited from Matriculate Group D employees in the Pay Matrix Level 1 (Rs. 18000-56900) having three years of service as on 30.06.2021 for appearing in the Limited Departmental Examination for the post of Junior Assistant in terms of University Non-Teaching Employees Recruitment Rules, 2020.

All employees fulfilling the eligibility criteria prescribed in above Rules may apply to the "Officiating Principal, Bharati College, C-4, Janak Puri, New Delhi-110058" in the prescribed form latest by 28<sup>th</sup> July, 2021 at 5:00 PM (Through proper channel).

The application form can be collected from the Administration Section.

**The exact date, time and venue for the Written Test will be announced in due course.**

**The Scheme of Examination for Limited Departmental Examination is as follows:**

(A) **Scheme of Examination**

<b>Written Test</b>			
	<b>Type of Examination</b>	<b>Time</b>	<b>Max. Marks Allowed</b>
<b>Paper-I</b>	MCQ Type	2 hours	100 Marks (100 Questions)
<b>Paper-II</b>	Essay in English or Hindi	1 hour	100
<b>Total Marks</b>			200

  
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## **B. Test Components:**

<b>Paper-I</b>	<b>TEST COMPONENTS</b>	<b><u>DURATION: 2 hours</u></b>
		<b>Marks</b>
(i)	General Awareness including Numerical Ability	20
(ii)	Basic Knowledge of Constitution of India, Delhi University Act, Statutes, Ordinances	20
(iii)	Application of Office Procedures, Rules & Regulations	20
(iv)	Skill in noting and drafting	20
(v)	General English and Hindi	20
	<b>Total</b>	<b>100</b>

<b>Paper-II</b>	<b>TEST COMPONENTS</b>	<b><u>DURATION: 1 hour</u></b>
		<b>Marks</b>
	Essay in English or Hindi	100
	<b>Total</b>	<b>100</b>

<b>SKILL TEST</b>	<b>TEST COMPONENTS</b>	<b><u>DETAILS</u></b>
	On spot typing test *	Qualifying speed shall be 30 words per minute, 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.

**Dr. Rekha Sapra**  
**Offtg. Principal**

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