

Syllabus and Scheme of Examination for recruitment to the post
of Lower Division Assistant-cum-typist

- (a) The Recruitment process will comprise of three successive stages viz.
(i) Screening Test of **100 marks**, (ii) Type Test of **25 Marks** and
(iii) Personality Test of **25 Marks**.
- (b) Screening Test will be conducted for one paper containing Multiple Choice Type Questions, each carrying one mark.

Detailed syllabus for the Screening Test is as follows:

Subject	Syllabus	Full marks	Total Marks	Time
Part-I English	Use of Appropriate Preposition and Article, Synonyms and Antonyms, Use of common phrase and Idioms, Comprehension, Ordering of Words in a Sentence. Ordering of Sentences. Spotting of Errors etc.	50	100	2 hours
Part-II General Studies.	General Knowledge with special reference to Tripura & North Eastern Region, Current Affairs of Local, National and International Importance, Simple Arithmetic, Mental Ability etc.	50		

The standard of the Screening Test will be of Madhyamik /Class-X standard.

- (c) Candidates will be selected for Type Test on the basis of merit in the Screening Test, subject to securing minimum qualifying marks as fixed by the Commission.
- (d) Candidates who would be found to have typed minimum of 30 words per minute accurately in the Type Test would be considered eligible for appearing in the Personality Test.
- (e) The final selection will be made, in order of merit, on the basis of total marks obtained by a candidate in the Screening Test, Type Test & Personality Test.



(D Bandopadhyay)
Joint Secretary
Tripura Public Service Commission