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### Government of India/भारत सरकार Staff Selection Commission (NER)/कर्मचारी चयन आयोग (उ. पू. क्षे) \*\*\*\*\*

Guwahati, the 24<sup>th</sup> December, 2024

### NOTICE

# Annual Departmental Typing Test & Stenographer Skill Test (80/100/120 WPM) Examination - 2024

Last date for receipt of application	15.01.2025
Tentative schedule of Test	1st week of March-2025

Staff Selection Commission will conduct the Annual Departmental Typing Test & Stenographer Skill Test (80/100/120 WPM) Examination -2024. The tentative schedule of the said test is in the 1<sup>st</sup> week of March-2025 on computer based mode.

2. The Commission conducts the Typing Test & Stenographer Skill Test (80/100/120 WPM) for the purpose of grant/release of increments to the departmental candidates only.

3. Therefore, all departmental candidates who are eligible and desire to apply for the Annual Departmental Typing Test & Stenographer Skill Test (80/100/120 WPM) Examination -2024, may apply through proper channel and the application duly verified by the concerned user departmental and may be forwarded to :

The Under Secretary (Exam-I), Government of India, Staff Selection Commission (NER), Ministry of Personnel, Public Grievances & Pensions, HouseFed Complex, West End Block, Beltola-Basistha Road, Dispur, Guwahati-781006.

4. Duly filled Application Form through proper channel should reach the above mentioned address on or before 15.01.2025. Applications received after the due date will not be entertained.

(Gourov Das) Assistant Director (Exam-I)

> गौरव दास /GOUROV DAS सहायक निदेशक /Assistant Director कर्मचारी चयन आयोग (उ.पू. क्षे.) Staff Selection Commission(NER) भारत सरकार, गुवाहाटी -06 Govt. of India, Guwahati-06

# STAFF SELECTION COMMISSION (NER)

Sta	ndard Form of Application for Annu	al Department	al Typewriting Test
	and Stenography Skill Test. Centre: GUWAHATI		Candidate should Paste his/her Recent good quality passport size photographs
Appli	ed for		(
	um		
			Signature of Candidate
1.	Name of candidate in full (In block		
	letter)		
2.	Designation	3. Date of	
	Birth		
	Cohener	E Mack	allo.
4.	Category No	5. 10101	ле
6.	Date of Joining & Basic Pay/Grade Pay :		
<ol> <li>E-mail ID:</li></ol>			
8.	complete address of the Office/Ministry	where employed	1.
	PIN		
	Telephone No (Office)	Empil ID	
	V V V V V V V V V V V V V V V V V V V		
8	B(a). Name of the post held (please mark i	in relevant box.	
			-
	<ul> <li>i. LDC/JSA from Group 'MTS' Employe</li> <li>ii. LDC/JSA from Group 'MTS by way o</li> </ul>	the second s	
	<ul> <li>ii. LDC/JSA from Group 'MTS by way o</li> <li>iii. LDC/JSA on Compassionate ground.</li> </ul>		
	iv. Assistant on direct recruitment.		
8	(b) Date from which the post is held		
8	(c) Whether permanent or temporary _		
			Contt. P/2

I hereby declare that the statement made in the application form are true to the best of my knowledge and belief.

Date:-

File No:

Signature of Candidate

## OPTION OF THE CANDIDATE

The option must be furnished either with "YES" or "NO" Option to appear the test- [(Compulsory on Computer on @ 35 wpm (English) or 30 wpm (Hindi)]

1. Typewriting Test : \_\_\_\_\_\_ Medium: English \_\_\_\_\_ Hindi \_\_\_\_\_

2. Stenography Skill Test :\_\_\_\_\_ Medium: English\_\_\_\_\_ Hindi\_\_\_\_\_

### DEPARTMENTAL ENDORSEMENT

Date:

Certied that the particulars given above are complete and correct. Shri/Smti/Kumari

is a regular/Temporary/Provisionally confirmed /quasi-permanent LDC/JSA from Depttl. Exam., LDC/JSA from MTS employees (SQ) LDC/JSA on compassion grounts/ Assistant (DR) working in the office of Ministry /Department \_\_\_\_\_\_\_ which is not participating in the Central Secretariat Clerical Service and is eligible to appear the Typewriting Test being conducted by Staff Selection Commission , Govt. of India.

His/her admission to the test is recommended.

Signature\_\_\_\_\_

Name : Designation:

(Office Seal)

This endorsement should be signed by an Officer not below the rank of an Under Secretary of equivalent.

(2)