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Government of India/भारत सरकार  
Staff Selection Commission (NER)/कर्मचारी चयन आयोग (उ. पू. क्षे)  
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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	1 <sup>st</sup> week of March-2025

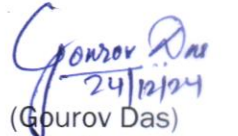
Staff Selection Commission will conduct the Annual Departmental Typing Test & Stenographer Skill Test (80/100/120 WPM) Examination -2024. The tentative schedule of the said test is in the 1<sup>st</sup> week of March-2025 on computer based mode.

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



(2)

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

Date:-

\_\_\_\_\_  
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**

File No:

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 grounds/ 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.