गुरु घासीदासविश्वविद्यालय, बिलासपुर(छ.ग.)
केंद्रीय विश्वविद्यालय अधिनियम 2009 के अंतर्गतस्थापितविश्वविद्यालय
कोनी, बिलासपुर–495009 (छ.ग.)
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GURU GHASIDAS VISHWAVIDYALAYA, BILASPUR (C.G.)
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S.No. 592.../Rec/Adm/2025

Bilaspur, Date. 06/07/2025

NOTIFICATION

Syllabus and pattern of Examination for different Non Teaching Positions advertised through advertisement No. 385/Rec/Adm/2024 dated 27.11.2024

S.No.	Post	
1.	**Assistant**	
	Written Test (Multiple Choice Type Questions - 100 Marks, 2 Hrs)	**Typing Test (30 Minutes)**
	- General Mathematics - General Hindi - General English - General Awareness - Reasoning Ability - Knowledge of computer with special reference to knowledge of word processing and data analysis packages	- Speed in English Typing @ 35 wpm **OR** Speed in Hindi Typing @30 wpm **Qualifying the typing test is mandatory failing which the answer sheets of the written examination shall not be evaluated and the candidature will be disqualified.**
2	**Assistant Engineer**	
	Written Test (Multiple Choice Type Questions - 100 Marks, 2 Hrs)	**Practical/Descriptive Test (25 Marks, 30 Minutes)**
	A test shall be conducted in the first phase in form of multiple-choice written test. Screening test shall consist of questions on - General English - Numerical Aptitude Arithmetic - Reasoning and Data Interpretation	- Based on basic Civil & Electrical works. - Infrastructure & Maintenance Work
3.	**Upper Division Cleark (UDC)**	
	Written Test (Multiple Choice Type Questions - 100 Marks, 2 Hrs)	**Typing Test (30 Minutes)**
	- General Mathematics - General Hindi - General English - General Awareness - Reasoning Ability Knowledge of computer with special reference to knowledge of word processing and data analysis packages	- Speed in English Typing @ 35 wpm **OR** Speed in Hindi Typing @30 wpm **Qualifying the typing test is mandatory failing which the answer sheets of the written examination shall not be evaluated and the candidature will be disqualified.**

4.	Lower Division Cleark (LDC)	
	Written Test (Multiple Choice Type Questions - 100 Marks, 2 Hrs)	**Typing Test (30 Minutes)**
	- General Mathematics - General Hindi - General English - General Awareness - Reasoning Ability Knowledge of computer with special reference to knowledge of word processing and data analysis packages	- Speed in English Typing @ 35 wpm **OR** Speed in Hindi Typing @30 wpm **Qualifying the typing test is mandatory failing which the answer sheets of the written examination shall not be evaluated and the candidature will be disqualified.**
5.	**Stenographer**	
	Written Test (Multiple Choice Type Questions - 100 Marks, 2 Hrs)	**Typing & Practical Test (30 Minutes each)**
	- General Mathematics - General Hindi - General English - General Awareness Reasoning Ability Knowledge of computer with special reference to knowledge of word processing and data analysis packages	- Speed in English Typing @ 35 wpm **OR** Speed in Hindi Typing @30 wpm - Stenography in English or Hindi with minimum speed of 80wpm. Dictation: 10 minutes @ 80 w.p.m. Transcription: 50 minutes English/65 minutes Hindi **Qualifying the typing test is mandatory failing which the answer sheets of the written examination shall not be evaluated and the candidature will be disqualified.**
6.	**Laboratory Assistant**	
	Written Test (Multiple Choice Type Questions - 100 Marks, 2 Hrs)	**Practical**
	- General Science and Awareness - General Mathematics - General Hindi - General English - Subject specific laboratory based practical questions - Knowledge of computer with special reference to knowledge of word processing and data analysis packages - Reasoning Ability	**Not Applicable**

By Order

Registrar (Acting)

EndtNo.593.../Rec/Adm/2025   Bilaspur, Date.06/01/2025

1. P.S./P.A. to Vice-Chancellor/Registrar, for information of the Hon'ble Vice-
   Chancellor/Registrar.
2. Co-Ordinator, IT Cell, for information and uploading on the University website.
3. Office copy.

                                                        Assistant Registrar (Admn)